

Date

Dear {Manager},

I would like to enroll the Certified HR and Talent Analytics Manager (CHRA™) program to further enhance my HR and talent analytical skills and I would like to gain your approval to attend this program. By attending this accredited program, I will learn how to leverage cutting-edge HR analytics tools and techniques that can help our organization optimize our talent acquisition, workforce planning, performance management and employee engagement.

Led by Rehan Sher, a globally distinguished human resources professional and consultant, this certified program will show me how to employ analytics to drive improvements in employee engagement and organizational culture. Moreover, this program will help me discover how to use talent analytics to optimize our recruitment efforts and attract top talent using data-driven insights. Some of the key skills this program will bring include:

- HR Analytics Tools & Methodologies
- HR Analytics Maturity Model
- Diversity and Inclusion Analysis
- Employee Engagement Analytics
- Employee Retention Analytics
- Workforce Planning Analytics
- Talent Analytics Tools & Methodologies
- Human Resource Information System (HRIS)
- HR Dashboard & Scorecards

I believe these skillsets will prove invaluable to me and you can be assured that after attending this online program, I will be able to contribute further to our organization's productivity and growth by adopting effective HR analytics methodologies. In addition, this program will allow me to earn the Certified HR and Talent Analytics Manager (CHRA™) designation which I believe will significantly add high value to our organization and team's credibility.

I look forward to gaining your approval to attend this online program.

Sincerely,
Your Name