Date

Dear {Manager},

I am writing to seek your approval for enrolling in the Chartered M&A Financial Modeling Analyst (CMAA™) program, a prestigious certification designed to enhance my expertise in mergers and acquisitions financial modeling. I am confident that by attending this accredited program, I will acquire valuable skills and knowledge that can benefit our organization in various aspects, such as improving deal success rates, optimizing transaction structures, and enhancing overall value creation.

Led by Thomas Kessler, a distinguished M&A professional with an impressive 19-year track record of spearheading high-profile transactions, this program will help me learn advanced financial modeling techniques and strategies that can be applied to real-life scenarios. The program covers essential topics, including M&A strategy, deal structuring, valuation methodologies, and due diligence, all of which will enable me to contribute more effectively to our organization's M&A initiatives. Some of the key skills I will gain from this program include:

- M&A Financial Modeling Techniques
- Valuation Methodologies
- Deal Structuring and Negotiation
- Synergy Analysis and Modeling
- Risk Assessment and Mitigation
- Due Diligence Processes
- Post-Merger Integration Planning

By completing this online program and earning the CMAA™ designation, I believe I will be well-equipped to support our organization's M&A-related endeavors and drive value through sophisticated financial modeling. Furthermore, the CMAA™ certification will enhance my credibility within our team and the broader finance community, potentially opening up new opportunities for collaboration and growth.

I appreciate your consideration of my request to attend the Chartered M&A Financial Modeling Analyst (CMAA™) program, and I am eager to contribute my enhanced skills and knowledge to our organization's continued success.

Sincerely,
Your Name