

Date

Dear {Manager},

I would like to enroll in the US Employment Law, Federal Regulations and State Compliance program to further enhance my knowledge in navigating United State's employment law and I would like to gain your approval to attend this program. By attending this program, it will strengthen my overall knowlegde in the latest development of the federal and state regulations and to help our organization to build a robust compliance systems while build a safe and legally sound workplace.

Led by Andrée Laney, a highly accomplished employment law attorney and consultant, this program will provide me with a comprehensive understanding of the key principles related to various US employment laws including compensation and benefits laws, discrimination and harassment prevention laws, workplace safety and health laws, and immigration laws and so on. The program will cover impactful best practices and theories that will help our organization to examine the legal risks and benefits of managing employee terminations. Some of the key skills this program will bring include:

- Legal and Regulatory Framework
- Employment Law
- Legal Risks
- Federal Anti-discriminatory laws
- Wage and Hour laws
- Immigrations laws
- Employee Benefits

I believe these skillsets will prove to me invaluable to me and you can be assured that after attending this online program, I will be able to contribute even further to our organization's employment legal related issues. I strongly believe that the key skills that I will gain from this program will also significantly enhance our performance and team credibility.

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

Sincerely,  
Your Name