

Dear XXX,

I recently came across the **Chief Human Resources Officer Programme** from Cambridge Judge Business School Executive Education. I believe enrolling in this programme could positively impact my work in helping our company navigate disruption and implement people-centric organisational transformation. With the flexibility to complete the programme, I can advance my skills while ensuring that our HR operations run smoothly. I would like to request your approval to attend this programme.

Founded in 1990, the reputation of the School has grown rapidly, and today it is internationally celebrated as a provider of world-class education with 19 research centres, including the Centre for International Human Resources Management. With its extensive scholarship in psychology and human behaviour, the School has tailored the **Chief Human Resources Officer Programme** for HR leaders looking to redefine relationships with employees and amplify their individual strengths to drive business results.

The programme is fully online with recorded and live sessions that will require minimal time off on a weekly basis. It will provide me with the valuable opportunity to get fresh perspectives on current HR trends and dynamics and tap into what other global HR leaders are doing. I will not be required to attend any physical classes except for a two-and-a-half-day on-campus networking event after completion, where I will get to interact with industry practitioners, faculty and peers.

I would like to attend this programme to help reinvent the HR function as a value-driver in **[your company name]**. Additionally, I will also be able to share key takeaways from the programme with my colleagues. The core modules **Work in the 21st Century, Aligning Strategy and Human Resources, Crafting Organisational Context for Trust and Creativity** and **The Good Organisation** will be particularly beneficial in enabling me to develop a future-proof HR and people operations strategy. I can also select two relevant electives in areas of particular interest. The electives I intend to pursue are: **[insert electives]**.

By enrolling in the programme, I will be able to:

- Apply new frameworks and management techniques to address the organisational challenges and opportunities of the modern workplace
- Implement new approaches for leading and inspiring a modern workforce
- Effectively influence board-level discussions on people-related issues to improve strategic alignment
- Design strategies to empower our workforce in a continuously changing world
- Critically act on societal expectations for our organisation and the social responsibilities of the contemporary chief human resources officer

The programme begins in <Month> <Year> and the fee is X,XXX. I can benefit from a discount if I apply before the upcoming application deadline. You can learn more about the programme [here](#).

Thank you for considering my request. I look forward to speaking with you about this in more detail.

Regards,

[YOUR NAME]