**Justification Letter for Rotman’s Strategic Human Resource Leadership**

[insert date]

Dear [insert supervisor name here],

As part of my professional development I would like your approval to attend a Rotman School of Management executive education course called **Strategic Human Resource Leadership**. This 5-day intensive program will provide me with the frameworks and training I need to develop and excel in my current role, including succession planning, organizational strategy, culture change and talent management, which we can immediately apply here at [your organization’s name or department].

Rotman Executive Programs is ranked #1 in Canada for open-enrolment programs by the Financial Times, and their faculty have a wealth of industry experience to ensure that what I learn is practical and relevant to our business challenges.

Some of the takeaways and benefits of Strategic Human Resource Leadership are:

* A ½ day follow-up session for continued growth and engagement
* Achieving an in-depth understanding of how to seamlessly link HR with business strategy
* Learning to build an integrative and holistic approach to managing talent
* Best practices for effectively integrating leadership development and succession
* Exploring the strategic role of human resources in shaping organizational culture and driving change
* A deeper understanding of the linkages between performance and compensation

After completing the program, I will share what I’ve learned with the rest of the team and build a plan for implementing the new ideas I’ve generated while in class.

I’ve broken out the costs for you to review:

* **Hotel**: [Insert amount here]
Rotman provides a discounted rate for local hotels which is available after I have been accepted into the program. This number will decrease.
* **Airfare and travel**: [insert amount here]
* **Program fee including HST**: [insert amount here]

The total is [add up your above numbers]. If you’d like more information about the program, they have a page at www.rotmanexecutive.com/hrstrategy.

Thank you for continuing to support me in my career at [Company name].

[your name here]