

Dear [Name],

I am writing to request approval to attend the RAPS Executive Development Program at the Kellogg School of Management, scheduled for 4 – 7 May 2026, in Evanston, Illinois. This program is uniquely tailored for regulatory professionals and combines insights from regulatory experts with instruction from esteemed faculty at one of the nation's leading business schools.

The program focuses on critical areas essential for effective leadership and organizational success, including **change management, crisis management, decision-making, negotiation, reputation management, teamwork and process improvement, and values-based leadership**. These topics are designed to address the multifaceted challenges faced by regulatory professionals, equipping participants with the skills to lead confidently and strategically.

Program Overview:

- **Dates:** 4 – 7 May 2026
- **Location:** Kellogg Global Hub, Northwestern University, Evanston, Illinois

Benefits to Our Organization:

1. Enhanced Leadership Skills

The program is designed to equip mid-to-senior level managers with advanced leadership capabilities, enabling me to lead cross-functional teams more effectively and drive strategic initiatives within our organization.

2. Strategic Thinking and Business Acumen

By engaging with complex business scenarios and learning from top-tier faculty, I will develop a deeper understanding of business operations, which is essential for making informed decisions that align with our company's goals.

3. Real-World Regulatory Application

The inclusion of seasoned regulatory experts ensures that the lessons are directly applicable to the challenges we face in our industry, allowing for immediate implementation of best practices upon my return.

4. Networking Opportunities

Attending this program will provide access to a network of fellow regulatory professionals and business leaders, fostering relationships that can be beneficial for benchmarking and collaborative problem-solving.

5. **RAC Recertification Credits**

Participation in the program offers 12 RAC recertification credits, contributing to maintaining professional certifications that are valuable to our organization's credibility and compliance standards.

Investment:

- **Registration Fee:**
 - Standard Registration (28 December 2025 – 21 March 2026):
 - RAPS Member: \$9,860
 - Nonmember: \$12,130
 - Late Registration (22 March – 19 April 2026):
 - RAPS Member: \$10,255
 - Nonmember: \$12,620

The registration fee includes all program instruction, materials, lodging, meals, and transportation between the hotel and the classroom.

Attending the RAPS Executive Development Program represents a strategic investment in our organization's future. I am confident that this opportunity will enable me to contribute more significantly to our team's success.

Thank you for considering this request. I look forward to discussing it further and addressing any questions you may have.

Sincerely,

[Your Name]

[Your Position]