**Request-for-Corporate-Support for**

**UC Berkeley’s Silicon Valley Emerging Tech Management Week**

**Date [insert date]**

Dear [**insert your supervisor’s name here**],

I am writing to request your approval to attend the [*Silicon Valley Emerging Tech Management Week*](https://scet.berkeley.edu/professional-programs/emerging-technologies-management/)offered byUC Berkeley’s College of Engineering in Berkeley, CA from November 5-11, 2023.This program is designed specifically for professionals engaged in leading, inspiring and investing in innovation for their companies. I believe the program will help me contribute more effectively to our business. It will elevate my understanding of current and future trends, build my leadership capabilities and widen my ecosystem. The program will enable me to:

* Evaluate **the latest advances in emerging technology**, and gain insight into both research and commercial capabilities/predictions concerning AI, Machine Learning, Robotics, Energy and BioTech.
* Hone my skills in **ideation, innovation leadership, innovation management and sustainability** via **personalized feedback** from experienced mentors.
* **Visit Silicon Valley companies** to study best practices concerning **innovation success, as well as real world set-backs/challenges.**
* Receive certification in Innovation Leadership from UC Berkeley’s College of Engineering.
* Gain **personalized feedback to any business challenges I would like to discuss** during interactive sessions with researchers, entrepreneurs and Silicon Valley industry pioneers.

UC Berkeley is one of the world’s top public universities and globally recognized as a hub of technical innovation. Its Sutardja Center for Entrepreneurship and Technology offers an array of professional programs that leverage their unique instructional methodology, world-renowned faculty, close relationships with industry pioneers and easy access to Silicon Valley and UC Berkeley. The coursework is rigorous, and includes a variety of instructional formats, including interactive lectures and group-project work to practice course fundamentals.

This is a unique opportunity to study with an elite group of faculty and to get acquainted with global peers from a variety of top companies. I expect to apply what I learn to current and future work projects, and to bring a rich perspective to critical business decisions. When I complete the program, I will share key takeaways with our team, and will develop an implementation plan where appropriate.

The cost for attending the program is:

* Program Fee: [**INSERT FEE HERE. CHECK** [**https://scet.berkeley.edu/professional-programs/emerging-technologies-management/**](https://scet.berkeley.edu/professional-programs/emerging-technologies-management/)**FOR CURRENT PRICE.]**
* Estimated Travel and Lodging: **[INSERT AMOUNT HERE IF REQUIRED**]
* Total: **[ADD UP TOTAL AND INSERT HERE]**

You can learn more about the program [here](https://scet.berkeley.edu/professional-programs/emerging-technologies-management/) on the UC Berkeley Sutardja Center website. Thank you for taking the time to consider my request. I look forward to discussing any questions you have soon.

Sincerely,

**[INSERT YOUR NAME HERE]**