

Modern Campus User Conference - Justification Letter

Dear [Name],

I would like your approval to attend the **Modern Campus User Conference 2027**, March 2nd-5th. I recognize the importance of carefully managing our budget, so I want to outline why attending is a worthwhile investment that will help us make the most of our Modern Campus solutions.

The conference brings together a diverse community of Modern Campus users through educational sessions and networking opportunities. It provides an excellent opportunity to learn from peers and discuss common challenges. By attending the conference, I'll have access to sessions that will help me better understand our Modern Campus solutions and how to maximize our software investment.

While attending the conference represents an investment, it also provides direct access to Modern Campus experts and a community of peer institutions. The insights, best practices and product knowledge gained will help us maximize the value of our Modern Campus platform.

The following is a list of my top three priorities to accomplish at the conference:

1. [fill in]
2. [fill in]
3. [fill in]

The cost of the conference is \$1,150, which is the early bird rate that expires on November 27th. This provides me with access to all the conference sessions, product updates, networking opportunities, and professional development experiences.

After the conference, I'll share what I learned and discuss how we can apply it at our institution with the rest of the team. Thank you for your consideration of my request!

Regards,

[Name]