

Subject: Professional development

Hi [manager's name],

I'd like to take part in a professional development program and cover the cost through our allowance, claiming it as a business expense. The course is called **The Experimental Leader**, a neuroscience-backed program for professionals navigating complex, fast-changing environments. You can find the full details here: <https://nesslabs.com/course>.

The program costs \$499 and offers lifetime access to six self-paced modules, tools, and neuroscience-based frameworks that help leaders make confident decisions in uncertain situations, lead through change without burning out, and build resilience while working sustainably.

Created by Dr Anne-Laure Le Cunff, a neuroscientist, former Google executive, and founder of Ness Labs, the course also includes interactive exercises and recordings of live Q&A sessions. I believe the skills and strategies taught will directly benefit my role as [job title] by improving my ability to collaborate effectively across teams and make strategic decisions under pressure.

Please let me know if you need additional details or documentation to approve this expense.

Thank you,
[your name]