Dear **[INSERT SUPERVISOR NAME]**,

I would like to formally request financial support to earn my ACRP Certification.

Research shows ACRP Certification results in improved clinical trial operations, including:

* Higher Enrollment Rates
* Lower Protocol Deviations
* Fewer 483 Warning Letters
* Improved Regulatory Compliance
* Better Inspection Performance

Plus, organizations with certified staff often secure more trials, see greater profits, and retain top-performing employees.

I have attached a few articles detailing these benefits for your review.

Earning ACRP Certification demonstrates that I have the knowledge, skills, and abilities to safely and ethically perform clinical research. By passing my exam, we will receive the industry’s most respected endorsement of my understanding of international clinical research standards and my ability to apply that knowledge on the job.

The total cost of my exam application and fee is **[INSERT $460 IF AN ACRP MEMBER; INSERT $600 IF A NONMEMBER]**. Applications for my exam are due **[INSERT APPLICATION DEADLINE]**.

Thank you for considering this request. I look forward to your reply.

Sincerely,

**[INSERT YOUR NAME]**