

Justification for Attending *FIRST*® Professional Development

Instructions: Copy and paste the information below, fill in the highlighted fields, and share with your principal or decision maker.

Dear [Principal's Name],

I am writing to request your approval to attend *FIRST*® Certified Professional Development {at -location OR remotely} {dates} to support our *FIRST* {insert program name} implementation.

FIRST Certified Professional Development is an immersive experience offering hands-on learning and collaboration opportunities with other educators and *FIRST* certified trainers.

Here's why I'd like to attend:

- *FIRST* Professional Development is run by *FIRST* staff or *FIRST*-certified trainers.
- All sessions include hands-on experience with the program materials.
- Many opportunities for peer-to-peer collaboration.
- Invaluable insights and project-based learning strategies.
- Certificate of completion that can be submitted for continuing education credits.

Attending this professional development will enable me to facilitate *FIRST* programs to meet STEM learning objectives for our students. The principles and methodologies I learn will support our school's ability to foster collaborative environments that bring STEM education to every student across various curricula.

You can learn more about *FIRST* professional development here:

<https://www.firstinspires.org/community/educators/professional-development>

Thank you for your time and support in helping me enhance my teaching practices and our students' learning experiences.

Warm regards,

{Your Name}

{Your Position/Title}

{Contact Information}