**Cornell ILR Workshop  
Labor Law and Contract Interpretation (LR200)**

Date [insert date]

Dear [insert supervisor’s name here],

I would like to attend **Labor Law and Contract Interpretation (LR200)**, a class offered by Cornell University’s School of Industrial and Labor Relations (ILR). I would need your approval. This course will provide me with a specialized toolkit to successfully support clients, develop labor relations competencies, optimize practices, and influence business results.

Cornell’s ILR School is the preeminent educational institution in the world focused on work, employment, and labor. It provides the opportunity to gain insight from leading scholars, researchers, and practitioners. This course would be an asset to me, my team and our organization. I’m excited for the chance to bring the absolute best skills and practices back to [Company Name].

This course focuses on these key takeaways, which will enable me to better:

* Understand key differences between US labor laws, including the NLRA, RLA, and public sector statutes. Delve into the reasons for these discrepancies and their strategic impact on both employers and unions.
* Recognize and avoid unfair labor practices and bad-faith bargaining. Understand the “dos and don’ts” of each stage of employee unionization, from organizing to operating to negotiating.
* Identify the different ways impasse is handled under various labor laws (e.g. strikes, mediation, fact-finding). Explore their impact on bargaining power and strategy.
* Learn how to interpret collective bargaining agreements and anticipate arbitration results. Mitigate ambiguities in the contract interpretation and ensure clear enforcement.
* Understand the role of past practices, and how they are used by arbitrators to interpret collective bargaining agreements. Provide strategic advice about future management practices.

Here’s how much it will cost for me to attend:

* Program fee: $1,495
* Airfare/Travel: [INSERT AMOUNT HERE IF REQUIRED]
* Hotel: [DELETE IF LIVE VIRTUAL PROGRAM]
* Meals:  [INSERT AMOUNT HERE IF REQUIRED]
* TOTAL: [X]

More information about the program can be found on ILR’s [Website](https://www.ilr.cornell.edu/programs/professional-education/lr200/labor-law-and-contract-interpretation?utm_medium=display&utm_source=follow-up&utm_campaign=ilr-marcomm-justification-letter-20023&utm_term=justification-letter&utm_content=text).

Thank you for taking the time to consider my request. I look forward to speaking with you about this in more detail.

Best,