Hi [Manager Name],

I would like to attend The Persimmon Group’s PMP® Prep Certification training course on [insert dates here.] as my next step toward achieving PMP® certification by [choose a date within 45 days of completing the class]. Although I already have [#] years of practical experience in the field of project management, I’m eager to round out my knowledge and experience by obtaining this important, globally acknowledged certification in my field.

With a worldwide network of over 700,000 PMP® credential holders, the PMP® certification is recognized as a highly sought-after certification in project management. It confirms a candidate’s competence to perform the role of project manager, leading and directing projects and teams.

 [Our company name] can benefit from my certification in these important ways: [Adjust the reasons below according to which are relevant to your industry.]

* **Customers are demanding PMP® certification from their vendors.**

The marketplace, particularly in the U.S., is demanding the PMP®. In a 2010 article for CIO.com, Steve DelGrosso, director of IBM’s Project Management Center of Excellence, summed up the customer demand for PMP® as follows:

“*Going back five or six years, IBM has seen requests for proposals where the clients are demanding certified project managers be part of the proposal. If you can’t present a certified project manager on their deal, they won’t consider you.”*

* **PMP® Certification ensures we speak the same business language as our customers, clients, partners, and vendors.**

A project team’s ability to effectively communicate is widely recognized as a key driver of project success or failure. For this reason, our ability to speak a common business language is critical to staying on a level playing field with vendors, customers, partners, and competitors. Since the PMP® is an internationally recognized global framework, this business language will translate even when working in a highly globalized work environment.

* **PMP® is shown to lead to better project outcomes for employers.**

PMI’s 2015 *Pulse of the Profession* study revealed that companies that use at least 1/3 credentialed project managers complete more of their projects on time, on budget, and meeting original goals. As a PMP® credential holder and member of PMI, I’ll have access to similar research produced throughout the year that can help us get better at delivering value through project management.

* **PMP® certification requires ongoing professional development.**

Obtaining PMP® certification will provide a formal path for me to evolve, enhance, and grow a variety of skills, including technical, leadership, and strategic skills.

The next step for me to earn the PMP® credential is to prepare for the exam. I’ve researched several options and I found a course that is thorough, flexible enough to fit into my schedule, and relevant to my position. Here is a link to more information on the training program I’m interested in:[PMP Exam Prep with The Persimmon Group](https://www.thepersimmongroup.com/training/upcoming-classes/).

Importantly, this local offering is one of the only training opportunities on the market to teach the What, Why, and How of project management processes in the order they would occur on a project. For the cost of $1695, I will receive:

* Five days (35 hours) of in-person exam prep instruction
* A hard copy of PMI’s PMBOK® Guide- Sixth Edition
* 90-day subscription to PMTraining™ Exam Prep Software
* Student manual, including practice quizzes, exercises, and study materials
* 10% off all public Persimmon classes offered within 1 year of completing the prep course, which can help me earn the PDU’s needed to maintain certification

The class also comes with a commitment that if I attend every class and take the PMP® exam within 45 days, I will pass. If I do not, I can take the next PMP® exam prep course for free or work individually with the instructor to focus specifically on trouble areas of the exam.

I hope you will consider this training and development opportunity. I’d love to go over any questions you have on the training program. Please let me know when you are available to discuss it further.

Kind regards,

*Your Name*