

Click or tap to enter a date.

Dear Decision Maker's Name,

I'm writing to obtain approval to attend **Shift Summit —The Student Financial Success Conference** held March 28-30, 2022, in Tempe, AZ.

**Shift: The Value of Student Financial Success**

Student financial success is a strategic imperative for higher education. Sustained investment in automation, advising, and analytics positively impacts our institution's ability to improve access and completion for students—including first-gen and low-income students—and drive more informed borrowing.

**Shift Summit Resources I Will Have Access to Include:**

- 20+ sessions, open-forum discussions, and roundtables, including:
  - Highlight session of interest to you
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- Opportunities to network with hundreds of colleges and universities
- All resources for sharing post-event (videos, PDFs, handouts)
- Meals and refreshments included in the registration cost

**My Shift Summit Cost Breakdown:**

Registration Fee: \$000.00

Airfare: \$000.00

Hotel: \$000.00

Total: \$000.00

If three or more colleagues from our institution register, we receive an additional discount on each registration. Many institutions send student financial success teams to the conference to encourage collaboration, resource alignment, and strategic goal setting. Colleagues who heavily impact our student financial success initiatives are:

- **Financial Aid Office:** Name/Title
- **Enrollment Office:** Name/Title
- **Scholarship Office:** Name/Title

**CampusLogic University: Pre-Conference Workshop [FOR THOSE PLANNING TO ATTEND CLU]**

Our institution has been a CampusLogic customer since [YEAR]. I want to attend CampusLogic University (CLU) at Shift Summit. Experts in the CampusLogic platform and other users guide CLU sessions, providing best practices and new process ideas to help us drive maximum value from our investment.

Thank you for considering my request. I'm happy to meet to discuss this in person.

Sincerely,

Your Name