



Chartered Institute of
Professional Certifications
1006 N Rexford Street
Beverly Hills, CA 90210

Date

Dear {Manager},

I am seeking your approval to enroll in the Certified Renewable Energy Transition Specialist (CETX™) program to strengthen my ability to evaluate renewable energy opportunities and support better-informed investment and transition decisions within our organization. By attending this program, I will gain practical frameworks and analytical tools that I can apply directly to our current and future renewable-energy initiatives. This will enable me to assess project viability more rigorously, identify material risks before capital is committed, and translate technical findings into clearer recommendations for internal stakeholders and decision-makers.

Led by Dr. Warren Hicks, a highly experienced renewable energy transition expert, this program takes a practical, decision-focused approach to renewable energy strategy and project evaluation. The learning will help me compare technologies, challenge project assumptions, evaluate project economics, and understand how grid constraints, financing structures and infrastructure readiness affect project delivery. Importantly, I will be able to bring these frameworks back into the organization and apply them when reviewing renewable-energy proposals, investment cases and transition plans. Some of the key skills I will develop and transfer into our work include:

- Energy Transition & Decarbonization Strategy
- Renewable Energy Project Evaluation
- Grid Connection & Constraint Assessment
- Energy Storage & Flexibility Assessment
- Technical Due Diligence & Project Risk Assessment
- Energy Economics & Investment Appraisal
- Corporate Renewable Procurement & PPAs

I believe these capabilities can create direct value for our renewable-energy initiatives. I will apply the frameworks learned to strengthen feasibility reviews, challenge investment assumptions and identify technical, commercial and infrastructure risks earlier. I can also share relevant tools and insights with colleagues across strategy, finance, sustainability and project delivery, helping build a more consistent approach to evaluating opportunities and supporting stronger, more resilient capital-allocation decisions.

I would appreciate your approval to attend the CETX™ program and apply the knowledge, frameworks and practical tools gained directly to our organization's renewable energy and transition priorities.

Sincerely,
Your Name