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

Date

Dear {Manager},

I would like to enroll in the Certified Crisis Communications and Disinformation Manager (CRCD™) program to further strengthen my expertise in crisis communications, reputation management, and strategic response to misinformation and disinformation. I kindly request your approval to attend this program. By participating, I will enhance my ability to lead effective crisis communications, safeguard our organization's reputation, maintain stakeholder trust, and respond confidently to high-impact incidents in today's rapidly evolving information environment.

Led by Philippe Borremans, a distinguished global crisis, risk & emergency communication expert, this program provides a comprehensive and practical understanding of crisis governance, stakeholder communications, media relations, behavioural psychology, digital crisis management, cyber incident communications, and counter-disinformation strategies. The program will equip me with the practical skills to prepare for, manage, and recover from organizational crises while strengthening communication resilience across the organization. Some of the key skills and knowledge I will gain include:

- Crisis Communication
- Reputation Risk & Stakeholder Management
- Executive Spokesperson & Media Relations
- Narrative Engineering
- Digital & Social Media Crisis Management
- Cyber Incident & Data Breach Communications
- Open-Source Intelligence (OSINT)
- Disinformation Detection & Counter-Narrative Strategies
- Cross-Functional Coordination

I believe these capabilities will be highly valuable to both my professional development and our organization's resilience. Upon successfully completing the program and passing the exam, I will earn the globally recognized Certified Crisis Communications and Disinformation Manager (CRCD™) designation, validating my expertise in crisis communications, reputation management, and disinformation resilience. I am confident that the knowledge and practical skills gained will strengthen our organization's crisis preparedness, improve stakeholder confidence, and enhance our ability to manage complex communication challenges effectively.

I look forward to your approval to attend this online program.

Sincerely,
Your Name