



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

Date

Dear {Manager},

I would like to enroll to the UK Shipping Laws, International Regulations and Conventions Program to broaden my expertise in the legal frameworks governing global maritime operations and I would like to gain your approval to attend this program. By attending this program, it will strengthen my overall knowledge of UK maritime legislation, global standards set by major international conventions, key industry enforcement entities, and emerging issues shaping the sector's trajectory.

Led by Dr. Liang Zhao, eminent academic and practitioner in maritime law, this program will comprehensive training on the intricacies of UK shipping law and key international regulations and conventions influencing it, including pivotal legislation like the Merchant Shipping Act, the Maritime Labour Convention, and the International Convention for the Safety of Life at Sea (SOLAS). We will also review important regulations from the IMO, the UN agency responsible for maritime safety and security standards

This program will also enhance my proficiency, particularly in specialized domains like marine insurance, ship finance, and maritime security. Beyond the surface, it delves deep into the intricacies of P&I Clubs, maritime liens, and the LLMC, ensuring a comprehensive understanding that empowers me to effectively navigate these complex arenas. Key skills I will gain include:

- Marine Insurance
- Maritime liens
- Arbitration agreement
- Enforcement of maritime claims
- Green shipping
- Bills of lading
- Digitalisation in shipping
- Cyber Security Code of Practice for Ships

I believe these skillsets will prove to me invaluable to me and you can be assured that after attending this online program, I will be able to contribute even further to our organization's global maritime business expansion, risk mitigation, and strategic planning. I strongly believe that the key skills that I will gain from this program will also significantly enhance our leadership in international shipping operations, technological innovation, and sustainability.

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

Sincerely,  
Your Name