



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

Date

Dear {Manager},

I would like to enroll in the UK Anti-Money Laundering (AML) Regulations and Cryptocurrency Compliance program to further strengthen my expertise in the UK's AML regulatory framework and cryptocurrency compliance requirements, and I would like to gain your approval to attend this program. By attending this program, it will enhance my ability to manage financial crime risks, strengthen AML controls, and ensure our organization remains aligned with evolving regulatory expectations for digital assets and financial institutions.

Led by Mandy Hargun, a highly experienced solicitor and ICA-qualified Money Laundering Reporting Officer (MLRO), this program will equip me with comprehensive training on the UK's AML framework, including the Proceeds of Crime Act 2002, the Money Laundering Regulations 2017, and supervisory expectations of the Financial Conduct Authority. It will also address critical compliance areas such as crypto-related money laundering risks, customer due diligence and enhanced due diligence requirements, blockchain transaction monitoring, suspicious activity reporting obligations, and AML governance responsibilities. Some of the key skills this program will bring include:

- UK AML Legislation Interpretation
- Risk-Based AML Compliance
- Customer Due Diligence (CDD) Implementation
- Enhanced Due Diligence (EDD) Procedures
- Suspicious Activity Reporting (SARs)
- Cryptocurrency Financial Crime Risk Management

I believe these skillsets will be highly valuable, and you can be assured that after attending this program, I will enable me to further strengthen our organization's financial crime compliance framework, enhance regulatory readiness, and contribute more effectively to safeguarding the organization against AML and cryptocurrency-related risks. I strongly believe that these key skills will also significantly enhance our performance and team credibility.

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

Sincerely,  
Your Name