

Dear _____,

I am writing to request approval and financial support to attend the **2025 SIOP® Virtual Conference** on July 8–10, 2025. This conference focuses on effective teaching strategies that engage all students in meaningful content learning while accelerating their academic language development. The SIOP® (Sheltered Instruction Observation Protocol) Model is a research-based instructional framework proven to produce statistically significant academic and language growth. SIOP® is beneficial for all students, but especially vital for English learners.

Attending this conference will allow me to:

- ✓ **Gain research-based strategies** from leading experts to better support students.
- ✓ **Improve instructional practices** that align with our school's/district's goals for student achievement.
- ✓ **Bring back practical tools and resources** to share with my colleagues, amplifying the impact of this professional learning.

The **registration fee is \$280**, which includes access to live sessions as well as recordings available for 90 days. This flexibility will allow me to revisit key sessions and integrate best practices into my instruction over time.

I am eager to apply what I learn to support our students' academic success and to share these strategies with my colleagues. I greatly appreciate your consideration of this request and would be grateful for the opportunity to participate.

For more details about the conference, you can visit [Savvas.com/SIOP2025](https://www.savvas.com/SIOP2025). Please let me know if you need any additional information.

Thank you for your time and support.

Sincerely,