

Below, you'll find a "justification letter" template — a letter to your university explaining all the benefits you'll get from attending the DIA 2019 Global Annual Meeting and Exhibition, how they will make you a better Student, and help advance your career.

This general template will get you started while allowing you to customize it to you and your university's particular needs.

<Date>

Dear **<To Whom It May Concern>**,

I would like to attend the DIA 2019 Global Annual Meeting, June 23-27, in San Diego.

This meeting brings together a global community of life sciences professionals at all levels and across all disciplines, all with a common goal of fostering innovation that will lead to the development of safe and effective medical products and therapies to patients. The DIA 2019 Global Annual Meeting provides the greatest opportunity to meet with people from around the world, share views and knowledge, network, and build new relationships.

An anticipated 7,000+ attendees, including industry professionals, clinicians, patient representatives, and regulatory agencies from more than 50 countries, will attend and present at this event. In addition, I will have access to the exhibit hall featuring more than 450 companies.

While attending this meeting, I will be able to participate in a number of global, interdisciplinary, cross-functional educational offerings with real world applications. I will also have the unique ability to network with a variety of top experts in drug development from around the world.

There are 250+ sessions and poster presentations planned across 13 Core Interest Areas and numerous featured topics ranging from:

<select interest areas applicable to you>

- Clinical Safety and Pharmacovigilance
- Clinical Trials and Clinical Operations
- Data and Data Standards
- Medical Affairs and Scientific Communication
- Patient Engagement
- Preclinical Development and Early-Phase Clinical Research
- Project Management and Strategic Planning
- R&D Quality and Compliance
- Regulatory
- Regulatory CMC and Product Quality
- Statistics
- Value and Access
- Professional Development

I am seeking your support in attending this meeting. The registration fee, travel expenses, and per diem are estimated below.

Roundtrip Airfare: **<\$xxxx>**

Ground Transportation: **<\$xxxx>**

Hotel: **<\$xxxx>** [Click here](#) for the DIA 2019 Global Annual Meeting Room block, room rates, and available concessions.

Meals (continental breakfast and lunch are provided in the registration fee): **<\$xxxx>**

Registration Fee: **<\$250 Before June 6th >**

Thank you for taking the time to review this proposal. By attending the [DIA 2019 Global Annual Meeting](#), having the opportunity to develop my skills, gain knowledge, and establish key contacts will be a valuable investment for my career path, and **<insert name of your University here>**.

Sincerely,