

Dear <supervisor>,

I am interested in participating in the ResNet Student Technology Conference at Mercyhurst University in Erie, Pennsylvania from June 20-24, 2014. ResNet is an international organization dedicated to the advancement and research of student technology support, and is the only professional organization in higher education focusing entirely on student technologies and their integration with the academic mission.

With a variety of presentations spread throughout four days, I will have the opportunity to compare and contrast our programs and policies with those of other institutions. While the program sessions are still being finalized, there are already several on the schedule that directly impact currently active projects. Visit <http://resnetstc.org/2014/presentations/> for a list of presentation topics that you can highlight for your particular campus. It is extremely helpful to have colleagues at other institutions to collaborate with to see what is working well (or not working) in our environments.

For a small additional cost, I would be able to participate in Professional Development Seminar offerings prior to the conference. Visit <http://resnetstc.org/2014/professional-development-seminars/> for a list of PDS sessions that may be beneficial for your particular role and campus' needs. The combination of the extended PDS session(s) and the traditional program sessions will give me many opportunities to gather new information and ideas that will benefit our institution.

In addition to the presentation sessions, I will also have the opportunity to attend the Vendor Fair, which provides an opportunity to meet with representatives of different companies that provide products and services that can benefit the institution. Evaluation of these products could lead to decreased costs in addition to increased productivity.

The ResNet Student Technology Conference also gives me the invaluable opportunity to network with colleagues from other institutions who are facing the same issues and challenges as we are. By attending the conference, I can discuss with colleagues from other institutions how they are addressing issues that we are encountering. Some of the best ideas that I have come back with from this conference in previous years have come from late night conversations had in the common rooms of the residence halls. The necessity to grow this network even further is increasingly important as we begin new projects. By sharing information, it not only helps to answer questions we have on current projects, but it also develops relationships with other institutions as we move on to future projects.

I know that the budget is tight, however ResNet is one of the most cost-effective conferences to attend. If I register before April 25th, I will receive an early bird registration rate of \$575. The conference registration includes all but one meal throughout my stay, beginning with dinner on Saturday night and ending with breakfast Tuesday morning. (Dinner on Sunday evening is not included in the registration.) To further keep the conference affordable, on-campus lodging is available for the low cost of \$80 per night. In regards to transportation, *please refer to the appropriate travel costs at <http://resnetstc.org/2014/location-travel/> as well as any gas or airfare costs you may have.*

If you would like more information, you can visit the conference website at <http://resnetstc.org/2014>.

Thank you for your consideration to invest in my professional development.

Budget:

Conference Registration	\$575 - \$600 <i>(price varies by registration date)</i>
4-5 nights lodging in campus residence hall	\$240-\$400 <i>(price varies based on occupancy and number of nights lodging)</i>
Transportation	Varies
Incidentals (dinner Sunday evening, meals while travelling)	\$50
Total:	\$865-\$1050 + transportation costs