**Special Ed Connection Justification Letter**

**Format: Word Doc**

**Special Ed Connection logo/banner**

Dear <Insert your Supervisor’s Name>,

I would like approval to purchase a <one-year> subscription to **Special Ed Connection**SM from **LRP Media Group** for the purposes of professional development, training, and up-to-date guidance. Special Ed Connection is the go-to online source for guidance on special education challenges that more than 2,500 school districts already rely on. It’s the fastest, easiest, most authoritative way to stay connected to everything happening in special education.

This resource will benefit everyone on our staff who works with students with IEPs — bus drivers, school nurses, general education teachers, 504 Coordinators, special ed teachers, and school psychologists. It will keep our entire team aligned, support compliance, and strengthen everyone’s individual professional knowledge. That means fewer missteps and problems to manage and more time for us to focus on everything else demanding our attention.

I am seeking approval for the subscription cost, including tax, which includes access to the Special Ed Connection website for <insert total # of subscribers> subscribers of our choice. Here is a complete breakdown of the costs:

Subscription cost: $<insert cost>

Tax: $<insert cost>

Subscription total: $<insert cost>

You can review information on **Special Ed Connection** at [www.SpecialEdConnection.com](http://www.SpecialEdConnection.com). Please consider my request as this would be an invaluable learning resource for our entire staff.

Sincerely,

<Insert your name>