# Letter to Administrator

**To:**

**From:**

Re: Request to Attend the 2019 Indian Art and Design Educators Association (IADEA) Annual Conference

I am always looking for new ways to improve my teaching and better serve our students. However, it can be difficult to find high-quality professional development that is specific to art teachers. That is why I’m excited about the possibility of attending the 2019 IADEA Annual Conference to be held in Delhi on October 3rd and 4th, 2019.

If you’re unfamiliar, IADEA aims to provide support, direction and advocacy for quality Visual Arts education. A first of its kind initiative in India it hopes to empower Art Educators to become leaders, encourage innovation, research and reform. It was launched last year at the first Annual Creativity in Schools Conference – Create change! – at the Piramal Art Foundation in Mumbai.

In addition to greatly impacting students in the classroom, the IADEA conference will provide me with professional development and networking opportunities with other art educators from across the country. As part of registration for the conference, IADEA also provides a complimentary annual membership to the Association, which will give me year-long access to learning opportunities/events, and art education resources through their website & regular newsletters.

The skills and ideas that I could bring back from the conference would be invaluable. I know that I would come away with countless ways to engage, inspire, and support our students. I would be happy to put together a presentation or report after the event with major takeaways, tips, and ideas for my colleagues.

IADEA is currently offering an early bird registration discount of 10% for a single delegate pass at INR 4500, until 15th July 2019. An additional 10% discount can be availed for groups of up to 4 educators. Registration can be paid online, via cheque or through RTGS/NEFT transfer.

If you’d like even more information, you can check out <https://www.arteducatorsindia.org/conference/>

Thank you for considering my proposal. I look forward to your reply! Sincerely,