This justification letter is provided for you to update and share with decision-makers regarding organizational membership with I.C.E. Update the letter to highlight benefits that align with your goals. If any additional information would be helpful, contact I.C.E. staff at [info@credentialingexcellence.org](mailto:info@credentialingexcellence.org) and we are happy to provide support.

Email Subject: Request to Join I.C.E. with Professional Development Membership Opportunity

Dear [Name],

I am writing to express my strong interest in joining the Institute for Credentialing Excellence (I.C.E.) through their [*PD membership opportunity.*](https://www.credentialingexcellence.org/Membership/Become-a-Member/Limited-PD-Membership)

I.C.E. membership provides the essential education and support for credentialing professionals need through any stage of their career. Becoming part of this community will offer valuable benefits not only for my own professional development but also for the broader goals of our organization.

This membership is limited to this year (ends in December) and is a great opportunity for one staff member to explore the value of membership for our entire organization. I.C.E.’s membership structure is organization-based, which means all benefits are available to an unlimited number of staff and volunteer leaders.

**Access to Expertise:** Membership in I.C.E. will grant me access to a wealth of knowledge and expertise from industry leaders so I can build my and our organization’s capacity and find the most up-to-date information on how others are managing challenges and new opportunities. I.C.E. provides the following benefits only to members:

* **I.C.E. Online Community**, with approximately 500 credentialing professionals actively contributing to engaging in questions and conversations that are relevant to all members
* **Members-only coffee chats and town halls**, on topics impacting the credentialing community, such as government affairs and DE&I

**Professional Development**: The various education and resources offered by I.C.E. will enhance my skills and competencies and help me work more efficiently to execute our strategic goals. This will not only benefit my professional development but also contribute to the overall advancement of our organization.

* **Select free live and on-demand webinars** for members ($300 savings/person) to support effective strategic decisions and adhere to credentialing best practices
* **Free research articles**, including the Future of Credentialing ($50 savings per publication)
* **Member Discounts on ICE-CCP Exam** ($250 savings) and **Recertification** ($75 savings), the premier certification program for credentialing professionals
* **Member Discounts on the I.C.E. Exchange annual conference** ($200 savings/person), providing a time for credentialing professionals of all levels and industries to come together to learn and network

Being part of I.C.E. will allow me to connect with like-minded professionals and experts in our field and grow as a credentialing professional. This is also a unique opportunity to explore the value of I.C.E. membership and better understand the opportunities for our entire organization.

Thank you for considering my request.