**Justification Letters for School Administrators**

To help advisers gain school approval for student participation in the 2025 Fall Leadership Institute, FCCLA is providing two official justification letters written by CEO Sandy Spavone. These letters are designed to communicate the educational value of FLI and demonstrate how the experience supports classroom learning, leadership development, and career readiness.

* The **Short Version** is ideal for school administrators who are already familiar with FCCLA and do not require extensive information about the program. It provides a brief, high-level overview of the program’s purpose and value.
* The **Long Version** offers a comprehensive explanation of the Fall Leadership Institute, including detailed information about the program structure, expected student learning outcomes, alignment with CTE and FCS standards, and the overall impact on student development.

**FCCLA recommends that advisers share one or both of these letters with their school administration** to help secure support for travel and participation. These resources are especially helpful for illustrating that FLI is a purposeful, career-focused leadership training—not a recreational trip. Sharing them early can help ensure your chapter is fully prepared when registration opens on August 1.