

ADVANCEMENT

, ,						
As a full time omn	Employee Name		Department		Job Classification	
program for the fo		F PITTSBURG, I he	ereby request appro	val under the Educ	ational Advancement	
1						
1. Course Title			Field of Study			
Course Title			Field of Study			
These courses are	e offered at	Name and location a	f educational institution			
		name and location o	r educational institution			
Date Course Begins	Date Course Ends	Tuition Amount	Textbook Amount	Total Amount	50% of Total	
 Applicant All approv 	ADVANCEMENT PRO must be a full-time e red courses are requi to your present job c	mployee of the CIT ired to be "job related ired to be "job related ired."	Y OF PITTSBURG ted". Please give a	brief description of	the relationship of this ace is available.)	
prior to en of the De will comp minimum All course The CITY The applic Human Ro Upon com Human Ro The applic Offers only	partment. Applicant partment Head, the plete the application of two weeks prior will pay 50% of the examt must provide processources in order to expletion of the course esources Administration is required to early a PASS/FAIL, the a	must submit the consigned form must a process through to the start of the magnetic of feeding off-duty hours see expense for textbook of of payment and receive payment in e(s), applicant must tor. In a "C" or higher graphicant must PASS	completed form to t be submitted to the City Manager e semester of course of as not to conflict to ok(s) and tuition for amount paid for tuitied advance of course submit a copy of grade in approved of S.	their Department the Director of Hunter The form must be se work. With assigned work all courses approve tion and textbooks completion. Trades earned for appourses. If a course	for the CITY. ed through the process. to the Director of oproved courses to the is not graded and	
	licant receives an inc must reimburse the 0			r receives a grade l	lower than a "C", the	
above. I unde	ed to reimburse th	t complete the c hat if I do meet t le CITY for the a	ourse(s) with a q he grade require mount advanced	grade ["] C" or bette ment, or fail to c l. I authorize the	-	
will be require amount from r	ny wages, uniess nust not suffer as			de. I understand g classes.		
will be require amount from r	must not suffer as					
will be require amount from reperformance remolevee Signal	must not suffer as	s a result of sper	nding time taking	g classes. Date	d that my work	