



Pittsfield Charter Township
Department of Human Resources

6201 West Michigan Avenue, Ann Arbor, MI 48108
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Mandy Grewal, Supervisor

Patricia Denig
Director of Human Resources
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Pamela Hayes
HR Generalist
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TUITION ENROLLMENT REQUEST FORM

Employee name: Dustin Brighdon Date of hire: 1/16-21
Educational program (major, if appropriate): Fire Admin.
Degree/certificate (i.e. Assoc., B.A.): BA
College or training facility: Columbia Southern University
List courses to be taken: Degree required course? % Requested
1. Leadership (BBA 3651) Yes ☒ No ☐ 100 %
2. Fire Ground Tactics (Fire 3312) Yes ☒ No ☐ 100 %
3. Fire prevention, code Enforcement Yes ☒ No ☐ 100 %
4. Managing Diversity Yes ☒ No ☐ 100 %
Date classes begin: 2-1-21 Date classes end: 3-31-21
Total tuition cost: \$1800.00 Total tuition requested: 1800.00
Did you receive any financial assistance? Yes ☐ No ☒
(see subsection 5.H of the Educational Assistance Policy)
If yes, what was the amount of financial assistance you received? \$ _____
Employee signature: [Signature] Date: 1-16-2021

Initial approval of Township Supervisor (prior to the beginning of classes):

Signature: _____ Date: _____

Date approved by Board of Trustees: _____

After your course or courses have been approved by the Township Board and your classes have been completed you must submit a **Tuition Reimbursement Form**, a copy of your tuition payment receipt, and a copy of your grade report to the Department of Human Resources.