

Application for Veterans Preference

(This form must be completed by the person applying for veterans preference. See reverse for eligibility criteria and required documentation. Documents must be attached and returned to the Employment Services Section of the appropriate Human Resource office listed above.)

Name of person applying for preference: _____
(Print)

Social Security Number: _____

Check the preference for which you believe you are entitled (see reverse side for eligibility criteria).
(Check one)

<u>Points</u>		<u>Points</u>	
10 points	<input type="checkbox"/> Honorably discharged Veteran with a service-connected disability awarded by Veterans Affairs	5 points	<input type="checkbox"/> Veteran of the Armed Forces, OR Federalized National Guard OR Armed Forces Reserves activated by the President--any of whom served during Periods of Hostilities
	OR		
	<input type="checkbox"/> Honorably discharged Veteran of an allied country with a service-connected disability who was a U.S. citizen at the time of service	3 points	<input type="checkbox"/> Peacetime veteran of the Armed Forces OR Discharged member of the National Guard OR Armed Forces Reserves who does not qualify for the above
	OR		
	<input type="checkbox"/> Purple Heart recipient		
	OR		
	<input type="checkbox"/> Parent of an unmarried veteran who suffered a service-connected death or disability that disqualifies the veteran from Civil Service employment	3, 5, or 10 points	<input type="checkbox"/> Surviving unremarried spouse of a veteran who suffered a service-connected death or disability

If requesting preference as the parent or the unmarried spouse of a veteran, list the name and social security number of the veteran:

I understand that only one parent is entitled to receive veterans preference. I certify that the other parent of the above named veteran has not applied for a Civil Service appointment using the veterans preference. I understand that the surviving spouse must be unremarried to receive veterans preference. I certify that I have not remarried.

I hereby affirm that this information is true and correct, and I understand that misrepresentation or omission of facts may result in the rejection of my employment application. If I am currently a University employee, disciplinary action may be taken against me.

Signature _____
Date

For Human Resources Office Use Only

For Veteran:	For Parent or Unmarried Spouse:	
_____ DD214 Verified	_____ DD214 Verified	_____ VP Approved
_____ Disability Verified	_____ Birth Certificate Verified	_____ VP Not Approved
_____ Federal Orders Verified	_____ Marriage Certificate Verified	_____ # Points Approved
	_____ Death Certificate Verified	
	_____ Disability Verified	

Reason:

Approved by: _____ Date: _____

Eligibility for Veterans Preference

(To apply, complete Application for Veterans Preference on reverse side)

Applies only to those veterans **discharged under honorable conditions**. Eligible veterans will have preference points added to final passing grades of original entry examinations. Preference cannot be granted until such time as all required documentation has been received and reviewed.

Periods of Hostilities	Points	Criteria	Documentation Required
Dec. 7, 1941 – Dec. 31, 1946 (WWII)	10 points	Honorably discharged veteran with a service-connected disability certified by the US Department of Veterans Affairs	DD214 AND letter from the U.S. Department of Veterans Affairs indicating the veteran is awarded a service-connected disability
Jan. 27, 1950 – Jan. 31, 1955 (Korea)	10 points	Honorably discharged veteran of an allied country with a service-connected disability (US citizen during time of service)	Provide written certification for the period of time served with verification of the allegiance of that country from the U.S. Department of Veterans Affairs OR comparable federal agency AND proof of citizenship
Feb. 28, 1961 – May 7, 1975 (Vietnam)*	10 points	Purple Heart recipient	DD214 with the award indicated
Aug. 2, 1990 – Present (Desert Storm)	5 points	Honorably discharged veteran who served during a period of hostility under one or more of the following conditions: -for a total of at least six (6) months active service -for the duration of hostilities regardless of the length of the engagement -discharged on the basis of hardship	DD214 AND a copy of federal orders for members of the National Guard and Armed Forces Reserves activated into the U.S. Armed Forces by the President
	3 points	<u>Applies to Veterans who served during Peacetime</u> Honorably discharged veteran of the United States Armed Forces, the Illinois National Guard or US Armed Forces Reserves who served under one or more of the following conditions: -did not serve during a period of hostility -for a total of at least six (6) months active service -discharged on the basis of hardship - released from active duty with a service connected disability certified by the US Department of Veterans Affairs	DD214
	3, 5, or 10 points	Surviving unmarried spouse of a veteran who suffered a service-connected death or service-connected disability that disqualifies the veteran from Civil Service employment shall be entitled to the same preference to which the veteran would have been entitled	Marriage certificate AND additional documentation required for either 10, 5, OR 3 points listed above
	10 points	Parent of an unmarried veteran who suffered a service-connected death or service-connected disability that disqualifies the veteran from Civil Service employment (credit is given to the first parent to apply)	DD214, birth certificate AND either death certificate, if the veteran is deceased OR letter from the U.S. Department of Veterans Affairs indicating the veteran is or was awarded a service-connected disability

* For the period Feb. 28, 1961 through Aug. 5, 1964 applicants must provide proof that they were in Vietnam for official purposes and not there as a tourist or for personal business.

Application for Veterans Preference Addresses

Send the completed form and the required documentation as listed on page two of the form to the appropriate Human Resources office listed below. Send this to the same location that you are taking your Civil Service exam.

University of Illinois at Chicago

Human Resources Department
715 South Wood Street
109 Human Resources Building
Chicago, IL 60612-7221

Human Resources
College of Medicine at Peoria
Box 1649
Peoria, IL 61656

Personnel
College of Medicine at Rockford
1601 Parkview Avenue
Rockford, IL 61107

Division of Specialized Care for Children (M/C 618)
P.O. Box 19481
Springfield, IL 62794-9481

University of Illinois at Urbana-Champaign

Personnel Services Office
52 East Gregory
Champaign, IL 61820

University of Illinois at Springfield

Department of Human Resources
P.O. Box 19243
Springfield, IL 62794-9243