

APPLICATION FOR VETERANS' CREDITS

To receive additional credit on an examination as a non-disabled or disabled veteran, an applicant must meet all requirements for such credit found in Article 5, Section 6 of the New York State Constitution and Section 58 of the New York State Civil Service Law. An applicant may request additional credit many times, but may only use the credit **once** to achieve a permanent appointment to any civil service position in New York State. Additional credit is not deemed to have been used where the addition of such credit does not change the veteran's position on the eligible list relative to other candidates.

CIVIL SERVICE USE: APPROVED AS:	
NON-DISABLED:	PTS. <input type="checkbox"/>
_____	_____
DISABLED:	PTS. <input type="checkbox"/>
_____	_____
DISAPPROVED:	PTS. <input type="checkbox"/>
_____	_____

You must be serving, or have served, in the Armed Forces of the United States (see other side) on an active duty basis other than active duty for training purposes during one or more of the following Time of War periods:

In the Armed Forces:

- Aug. 2, 1990 to the date when the Persian Gulf hostilities end;
- Feb. 28, 1961 to May 7, 1975;
- June 27, 1950 to Jan. 31, 1955;
- Dec 7, 1941 to Dec. 31, 1946

OR earned the armed forces, navy, or marine corps expeditionary medal for service in:

- (Panama) Dec. 20, 1989 to Jan. 31, 1990;
 - (Lebanon) June 1, 1983 to Dec. 1, 1987;
 - (Grenada) Oct. 23, 1983 to Nov. 21, 1983
- This must be verified on the DD-214.

OR in the US Public Health Service:

- June 26, 1950 to July 3, 1952;
- July 29, 1945 to Sept. 2, 1945.

You must provide the following information necessary to document the claim:

1. **NON-DISABLED VETERANS' CREDIT:** a copy of military discharge/separation papers (a DD214 if issued, or other official documentation) indicating dates of active service and character of discharge or release.
2. **DISABLED VETERANS' CREDIT:** a copy of military discharge/separation papers (a DD214 if issued, or other official documentation) indicating dates of active service and character of discharge or release. Also required is a Disability Record Authorization Form or letter from the US Department of Veterans' Affairs dated within one year of your application date indicating you have a war-incurred disability rated at 10% or more.

Veterans Administration Claim Number: _____

Date Disability Record Authorization sent to Veterans Administration: _____

NAME: _____

ADDRESS: _____

Claim is hereby submitted for: Disabled Veteran

Non-Disabled Veteran

Active Duty

Examination Title/ No.: _____ Exam Date: _____

Are you a citizen of the United States? YES NO Are you a resident of New York State? YES NO

Have you used veterans' credits for appointment to a position in NYS or Local Government? YES NO

If YES, title of position and date of appointment: _____

SIGNATURE: _____ **DATE:** _____

SEE REVERSE SIDE FOR GENERAL INFORMATION

The “Armed Forces” of the United States means the Army, Navy, Marine Corps, Air Force and Coast Guard, including all components thereof and the National Guard when in the service of the United States pursuant to call as provided by law on a full-time, active duty basis other than active duty for training purposes.

GENERAL INFORMATION:

- A non-disabled veteran is entitled to five (5) additional points on an open-competitive exam or two and one-half (2.5) points on a promotional exam. A disabled veteran is entitled to ten (10) additional points on an open-competitive exam or five (5) points on a promotional exam.
- An applicant has two months from the examination’s last filing date to provide civil service with the proof of eligibility for additional credits.
- Additional credit cannot be added after the eligible list is established.
- Additional credit can only be added to a passing score.
- An applicant may withdraw the credit at any time up to appointment.
- An applicant currently in the armed forces may request and receive conditional credit but must meet all criteria for such credit prior to its use.