



Oneida County Civil Service

John P. Talerico, Commissioner

Department of Personnel

800 Park Avenue Utica, New York 13501

Phone: 798-5726 Fax: 798-6490

E-mail: personnel @ocgov.net Web Site: www.ocgov.net

Anthony J. Picente, Jr.
Oneida County Executive

RE: Civil Service Exam Credit for NON-Disabled Veterans

Dear: _____

The Oneida County Civil Service Office has received and reviewed your application for Civil Service.

Examination . _____
Title *Number*

On your application you state that you are claiming NON-Disabled Veterans' Credit.

According to Civil Service Law, Veterans' Credit is the additional points added to the final passing score of a Civil Service Examination. This credit may only be granted prior to the time of the establishment of the Certified Eligible List. Candidates who claim NON-Disabled Veterans' Credit on their application, but who fail to submit required proof of eligibility for such credit prior to the date of the Certified Eligible List, cannot be granted Veterans' Credit.

Article V, section 6, of the New York State Constitution states that Veterans' Credit may be used only once, either for original appointment or for promotion, either in the Civil Service of New York State or in any of its civil divisions.

To qualify for Veterans' Credit and to add points to a passing score on the above examination, please submit a **legible copy** of your **Certificate of Discharge (DD 214)** showing that you were honorably discharged from at least one of the appropriate military service periods as indicated on the **Veterans' Credit Policy**.

Please mail, as soon as possible, a legible copy of your **Certificate of Discharge (DD 214)** to:

Oneida County Department of Personnel
800 Park Avenue
Utica, New York 13501

If you have any questions, please contact the Department of Personnel at 315-798-5726.

Sincerely,

John P. Talerico
Commissioner

Carefully read Veterans' Credit Policy