

## Veteran's Preference Application Form

Please complete and submit this form, along with the requested supporting documents, with the application materials for the position you are applying for. Claims for veteran's preference points not accompanied by all proper documentation or received after the indicated closing date will not be processed.

Please read the information on the reverse side before completing this form. To assist us in evaluating your request for Veteran's Preference Points please provide the following information:

NAME (LAST)	(FIRST)	(M)	SOCIAL SECURITY NUMBER	POSITION APPLYING FOR
ADDRESS (STREET)			PHONE NUMBER	Closing Date: _____
(CITY/STATE/ZIP)		ARE YOU A US CITIZEN OR RESIDENT ALIEN?		
		<input type="checkbox"/> YES <input type="checkbox"/> NO		
APPLICANT NAME IF DIFFERENT THAN VETERAN				

***Veteran (10 Points)*** (DD214 or DD215 must be submitted to receive points)

Honorably discharged veteran ..... Yes No

***For Disabled Veterans (15 Points)***

(DD214 and Letter from VA of proof of disability must be submitted to receive points.)

Percent of Disability: \_\_\_\_\_ %

Have you ever been promoted in City of South St. Paul employment? ..... Yes No

***For Spouses of Disabled Veterans (15 Points)***

(DD214 or DD215 and Letter from VA of proof of disability must be submitted to receive points.)

Due to the veteran's service-connected disability the veteran is unable to qualify for this position because:  
(be specific)

***For Surviving Spouse of Deceased Veteran (10 Points)***

(DD214 or DD215, photocopy of marriage certificate and spouse's death certificate must be submitted to receive points. You are ineligible to receive points if you have remarried or were divorced from the veteran.)

Date of Death: \_\_\_\_\_ Have you remarried? .....  Yes  No

***For Surviving Spouse of a Deceased Veteran who was Disabled at Time of Death (15 Points)***

(DD214 or DD215, Letter from VA of proof of disability and USDVA proof that death was related to active duty injury, photocopy of marriage certificate and spouse's death certificate must be submitted to receive points. You are ineligible to receive points if you have remarried or were divorced from the veteran.)

Date of Death: \_\_\_\_\_ Have you remarried? .....  Yes  No

**AFFIDAVIT: I hereby claim Veteran's Preference for this recruitment opportunity and swear/affirm that the information given is true, complete and correct to the best of my knowledge.**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

## Information Regarding Claiming Veteran's Preference

Preference points are awarded to qualified veterans and spouses of deceased or disabled veterans subject to the provision of MN Statute 197.447.

The veteran must:

1. Be a U.S. citizen or resident alien,
2. Have received a discharge under honorable conditions from any branch of the U.S. Armed Forces; AND have either
  - a) Served on active duty for at least 181 consecutive days, or
    - i. Have been discharged by reason of service connected disability, or
    - ii. Have completed the minimum active duty requirement of federal law, as defined by CFR title 38, section 3.12a, i.e., having fulfilled the full period for which a person was called or ordered to active duty by the United States President, or
    - iii. Certified service and verification of "veteran status" granted under U.S. PL 95-202.

The information provided will be used to determine your eligibility for veteran's preference points. You are required to supply the following information:

1. Attach a copy of the DD214 or DD215. This copy must state the nature of discharge; i.e., honorable, general, medical, under honorable conditions. **(DD214 "Member-1" copy will not be accepted)**
2. Disabled veterans must also supply a Military/United States Department of Veteran's Affairs Rating Decision that supports/verifies the fact that the injury was incurred while on, or as a result of, active duty service, and FL-802. Disability incurred while on, or as a result of, active duty for training purposes does not qualify for disabled veteran preference per MN Statute 197.455.
3. A spouse of a deceased veteran applying for preference points must supply their marriage certificate, the veteran's DD214 or DD215, FL-802 if disabled, a death certificate, verification of their marriage at the time of veteran's death, and that the spouse has not remarried.

Thank you for your military service and for your interest in employment with the City of South St. Paul. Please contact our office at (651) 554-3203 or your local Veteran's Service Office, if you have any questions regarding veteran's preference in public employment.