**Name of Eligible:**

**Last Four of SSN:**

This form should be completed by eligibles on the University Police Officer 1 eligible lists who have been canvassed for interest in an appointment. You MUST return this form with the canvass letter.

**Change in Law:** Chapter 561 of the Laws of 2015 (effective on December 18, 2015) amended the Civil Service Law (CSL) to include University Police Officers within the definition of “police officers,” subject to CSL section 58. CSL section 58 sets forth the requirements for provisional or permanent appointments in the competitive class of the civil service for certain police officers. As a result of this change to the CSL, there are certain additional requirements that you must now meet in order to be eligible for appointment to any University Police Officer 1 position.

**Age Requirement:** To be eligible for appointment as a University Police Officer 1, you must not have passed your 35th birthday, as of the date of the written test (**November 16, 2013**). However, in order to meet this age requirement, time spent on military duty or on terminal leave, not exceeding a total of six years, may be subtracted from your age if you had passed your 35th birthday, as of the date of the written test.

**Age Question:**

1. Had you passed your 35th birthday as of November 16, 2013?

**Note:** You must have been born on or after November 16, 1978 to meet the age requirement.

Yes  No

**Military Duty Question:**

1. If you had passed your 35th birthday as of November 16, 2013, do you have any time spent on military duty or terminal leave from military duty?

Yes  No

If you answer yes to this question, please include a copy of your federal form DD-214 or other proof of qualifying military service with your response to this canvass. A determination will be made in consultation with the Department of Civil Service as to the age deduction (if any) that can be made as the result of your military service.

**Note:** Section 243(10-a) of the New York State Military Law provides age deductions for military service for applicants who seek positions for which maximum age requirements have been established. Generally, an individual may have the period of military duty, as defined in Section 243(1-b), deducted from his/her chronological age to meet such age requirements. The maximum amount of time which can be deducted is six years. However, there are certain limitations and restrictions provided in the statute.

**----------------------------CONTINUED ON OTHER SIDE-------------------------------------**

**List Restriction:** If you do not meet the age requirement, as described above, your name will be restricted on the eligible list and you will not be eligible for appointment to any University Police Officer 1 position.

**Documentation:** Prior to, or at the time of the interview, you will be required to demonstrate that you meet the age requirement by providing a birth certificate, driver’s license, or passport. If claiming an age reduction for military service you must provide form DD-214 to show proof of time spent on military duty or on terminal leave.

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:**

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| **PERSONAL PRIVACY PROTECTION LAW NOTIFICATION**  The information that you are providing on this form is being requested for the principal purpose of determining your eligibility for appointment to University Police Officer 1 position. This information will be used in accordance with Section 96 (1) of the Personal Privacy Protection Law, particularly subdivisions (b), (e) and (f). Failure to provide this information may interfere with our ability to determine your eligibility for appointment. The information will be maintained by the Associate Director Human Resources, State University of New York at Fredonia, 508 Maytum Hall, Fredonia, NY 14063. For further information, relating only to the Personal Privacy Protection Law, call 716-673-3434.. |