

Example 3.3a

*State Universities Civil Service System
1717 S. Philo Road, Suite 24
Urbana, Illinois 61802-6099*

Guide for Veteran Document Verification

Name of Applicant _____

- 1. Did you serve in the regular Army, Navy, Air Force, Marine Corps, or Coast Guard?**

Yes _____ No _____

If yes, you must have the original or a copy of your DD214/215 indicating character of service.

- 2. Have you been or are you currently in the Illinois National Guard or Reserves?**

Yes _____ No _____

If yes, and you are a member of the Illinois National Guard, you must have the original or a copy of your NGB22 indicating character of service. If you are a Reservist, you must have the original or copy of your Discharge Orders or your DD256 Discharge Certificate indicating your character of service.

If yes, and you are still serving in the Illinois National Guard or Reserves, you must have a letter from the unit commander or personnel indicating character of service.

Were you activated (not including training) as a National Guardsman or Reservist?

Yes _____ No _____

If yes, you must have original document or copy of a DD214/215.

- 3. Do you have a service connected disability?**

Yes _____ No _____ Percent _____

If yes, you must have the original or a copy of your DD214/215 indicating character of service and an award letter from the United States Department of Veterans Affairs.

- 4. Do you have a Purple Heart?**

Yes _____ No _____

If yes, you must have the original or a copy of your DD214/215 or your military orders or decoration certificate indicating you are a Purple Heart recipient.

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5. **Are you a surviving, unremarried spouse of a veteran who suffered a service connected death or the spouse of a veteran who suffered a service connected disability that prevents the veteran from qualifying for civil service employment?**

Yes _____ No _____

If yes, you must have a copy of the marriage certificate, the original or a copy of the veteran's DD214/215, an award letter from the United States Department of Veterans Affairs, and a death certificate if the veteran is deceased.

6. **Are you a parent of an unmarried veteran who suffered a service connected death or service connected disability that prevents the veteran from qualifying for civil service employment?**

Yes _____ No _____

If yes, you must have the original or a copy of the veteran's DD214/215, an award letter from the United States Department of Veterans Affairs, and a death certificate if the veteran is deceased.