

**OFFICE OF WORKFORCE PLANNING AND SELECTION  
EXAMINATION RIGHTS  
AS A PERSON ENTERING MILITARY SERVICE**

As an employee on active military leave, there are many laws, rules and regulations which protect your rights to civil service examinations and employment list eligibility.

Did you know that if your name was on an employment eligibility list at the time you entered active military leave and becomes high enough on that list to be certified for a permanent position while you are on military leave, you will retain your place on the list for additional time?

Did you know that if your application for an examination was submitted and accepted prior to your active military leave, you may complete the examination process when you return from military leave?

Did you know that if a promotional examination for which you qualify is held while you are on military leave, you may take that same examination if you make a written request within six months after reinstatement from military leave?

For full details on these, and other examination rights for military service, please click on the military hand book link, located next to the link for this page.