



Veterans' Preference Information

Veterans' Preference gives eligible veterans preference in appointment over many other applicants. Veterans' preference applies, to virtually all new appointments in both the competitive and excepted service. Veterans' preference does not guarantee veterans a job and it does not apply to internal agency actions such as promotions, transfers, reassignments and reinstatements.

Only veterans discharged or released from active duty in the armed forces under honorable conditions are eligible for veterans' preference. This means you must have been discharged under an honorable or general discharge.

If you are a "retired member of the armed forces" you are not included in the definition of preference eligible unless you are a disabled veteran OR you retired below the rank of major or its equivalent.

There are basically two types of preference eligibles, disabled (10 point preference eligibles) and non-disabled (5 point preference eligibles).

You are a **5 point preference eligible** if your active duty service meets any of the following:

1. 180 or more consecutive days, any part of which occurred during the period beginning September 11, 2001 and ending on a future date prescribed by Presidential proclamation or law as the last date of Operation Iraqi Freedom, **OR**
2. Between August 2, 1990 and January 2, 1992, **OR**
3. 180 or more consecutive days, any part of which occurred after January 31, 1955 and before October 15, 1976.
4. In a war, campaign or expedition for which a campaign badge has been authorized or between April 28, 1952 and July 1, 1955.

You are a **10 point preference eligible** if you served at any time, and you:

1. Have a service connected disability, **OR**
2. Received a Purple Heart.

If you are not sure of your preference eligibility, visit the Department of Labor's [Veterans' Preference Advisor](#).



DEPARTMENT OF THE NAVY

Required Supporting documentation

Disabled veterans, veterans, widows, spouses or mother of a veteran who are eligible for 10-point preference must submit legible copies of the following:

- ❑ Standard Form-15 (SF-15), an Application for 10-Point Veteran Preference. To obtain a copy of SF-15, go to http://www.opm.gov/forms/pdf_fill/SF15.pdf.
- ❑ Applicable supporting documents as noted on Standard Form-15 (SF-15).
- ❑ DD-214, "Certificate of Release or Discharge from Active Duty," showing all dates of service, as well as character of service (Honorable, General, etc.), member 4 copy of the DD-214 is preferable or a Statement of Service/Proof of Service, which includes service dates, nature of separation and character of service. To obtain a copy of your DD-214 from the National Archives go to <http://www.archives.gov/veterans/military-service-records>.

NOTE: If you have a service-connected disability, your last official statement (must be dated 1991 or later) from the Department of Veterans Affairs (DVA) or from the branch of the Armed Forces. Applicants may contact the nearest DVA to obtain an updated letter at: http://www2.va.gov/directory/guide/vetcenter_fish.asp.

Veterans' Claiming 5 point Veterans' Preference must submit the following legible documents:

- ❑ DD-214, "Certificate of Release or Discharge from Active Duty," showing all dates of service, as well as character of service (Honorable, General, etc.). The member 4 copy of your DD-214, "Certificate of Release or Discharge from Active Duty," is preferable.

Or

- ❑ Statement of Service/Proof of Service (in lieu of a DD-214) from your command or local Personnel Support Detachment (PSD). The Statement of Service/Proof of Service must provide all dates of service, the date of discharge and anticipated character of service (Honorable, General, etc.). Veterans should upload their DD-214 once they receive it upon separation.

****** If you are claiming veterans' preference, you MUST submit the appropriate documentation. Failure to submit the appropriate documentation WILL result in the loss of veterans' preference, and may impact your placement on the certificate. ******

To learn more about veterans' preference, special veteran appointing authorities, and other veteran related topics, please visit <http://www.fedshirevets.gov>.

For more veterans' preference information click here: [Veterans' Preference Information](#).

To obtain a copy of your DD-214 from the National Archives go to <http://www.archives.gov/veterans/military-service-records>.