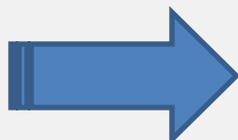


## Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS



### Wounded Warriors

Click Here to Determine Your Eligibility to Register today

#### A link to opportunities for Wounded Warriors

**Wounded Warriors** possess a wide array of skills and experiences gained from their military service. There are hundreds of civilian occupations and careers that provide a match for those skills — from supply sergeant to logistics specialist, corpsman to medical technician, cyber security operations to information technology manager, and many more.

**DORS** — the Defense Outplacement Referral System — is a centralized system designed to provide a single source for Wounded Warriors to register their skills and expertise as well as their availability for civilian careers in the Department of Defense (DoD). By registering in DORS, Wounded Warriors provide human resources professionals and hiring managers with ready access to high-caliber talent readily available to fill a position in 30 days.

“DORS offers Wounded Warriors a great network and advantage to getting their information out.”

Purple Heart Recipient  
**Matthew Sullivan**  
Records Room Supervisor



## Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

Did you serve on active duty in the Armed Forces of the United States?

» YES

» NO



“There are different ways to serve your country ... and opportunities like DORS help make that possible.”

Purple Heart Recipient  
**Gabe Ledesma**  
Transition Outreach

PUSH “ESC” TO EXIT ELIGIBILITY WIZARD

## Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

Were you honorably discharged or released from active duty in the Armed Forces?

» YES

» NO



TIP: If your discharge was Honorable or was changed to **Honorable** by a Discharge Review Board, answer “YES”

If you received a general or clemency discharge, answer “NO”

➤ [CLICK HERE FOR SAMPLE OF DD214 AND LOCATION OF INFORMATION](#)

[RETURN TO PREVIOUS SLIDE](#)

**CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY**

1. NAME (Last, First, Middle)		2. DEPARTMENT, COMPONENT AND BRANCH		3. SOCIAL SECURITY NO.	
4.a. GRADE, RATE OR RANK CPL		4.b. PAY GRADE E4		5. DATE OF BIRTH (YYMMDD)	
7.a. PLACE OF ENTRY INTO ACTIVE DUTY		7.b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known)			
9. COMMAND TO WHICH TRANSFERRED N/A			10. SGLI COVERAGE None <input type="checkbox"/> Amount: \$ 200,000		
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.)		12. RECORD OF SERVICE			
		Year(s)		Month(s)	
		Day(s)			
		a. Date Entered AD This Period		96 01 23	
		b. Separation Date This Period		2000 01 22	
		c. Net Active Service This Period		04 00 00	
		d. Total Prior Active Service		10 02 20	
		e. Total Prior Inactive Service		05 11 03	
		f. Foreign Service		00 00 00	
		g. Sea Service		00 00 00	
		h. Effective Date of Pay Grade		98 03 01	

13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service)  
National Defense Service Medal, Overseas Service Ribbon, Kuwait Liberation Medal, Kuwait Liberation Medal (K), Combat Action Ribbon, Good Conduct Medal (w/1 star), Arctic Service Ribbon (w/3 stars), Rifle Expert Badge (2D Award)

14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed)  
Legal Services Specialist Course (58X) 7 Weeks 1996

15.a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS EDUCATIONAL ASSISTANCE PROGRAM		15.b. HIGH SCHOOL GRADUATE OR EQUIVALENT	
Yes	No	Yes	No
	X	X	

17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION

18. REMARKS  
Good Conduct Medal Period Commences - 990122

ION (For use by authorized agencies only)

24. CHARACTER OF SERVICE (Include upgrades)  
**HONORABLE SEPARATION CODE**  
K8K1

27. REENTRY CODE  
[REDACTED]

30. MEMBER REQUESTS COPY 4  
[REDACTED] Initials



19.a. MAILING ADDRESS AFTER SEPARATION (include Zip Code)		19.b. NEAREST RELATIVE (Name and address - include Zip Code)	
28. MEMBER REQUESTS COPY 4 BE SENT TO [REDACTED] DIR. OF VET AFFAIRS		OFFICIAL A [REDACTED] signature)	

DD Form 214, NOV 88 S/N 0102-LF-006-5500 Previous editions are obsolete **MEMBER - 1**

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)

23. TYPE OF SEPARATION  
Discharge

24. CHARACTER OF SERVICE (Include upgrades)  
**HONORABLE**

25. SEPARATION AUTHORITY  
MARCORSEPMAN PAR 1005

26. SEPARATION CODE  
K8K1

27. REENTRY CODE

28. NARRATIVE REASON FOR SEPARATION  
Completion of Required Active Service (EOS) USMC

29. DATES OF TIME LOST DURING THIS PERIOD

30. MEMBER REQUESTS COPY 4  
[REDACTED] Initials

DD Form 214, NOV 88 S/N 0102-LF-006-5500 Previous editions are obsolete **MEMBER - 4**

[RETURN TO PREVIOUS SLIDE](#)

## Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

Do you have a service-connected disability of 30% or more as determined by your Military Department or the Department of Veterans' Affairs OR were awarded a Purple Heart?

» YES

» NO



~ If you have not applied or do not have a pending determination of disability, answer "NO"

[RETURN TO PREVIOUS SLIDE](#)

## Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

Was your disability incurred as a direct result of armed conflict OR instrumentality of war?

» YES

» NO

“Even though we aren’t on the ground, we are part of the big picture and supporting our Sailors and Marines.”

Purple Heart Recipient  
Laura Langdeau  
Production Controller



[RETURN TO PREVIOUS SLIDE](#)

## Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

You appear to be **eligible** to register for the Defense Outplacement Referral System (DORS).  
Are you interested in registering in DORS?

» YES

» NO



[RETURN TO PREVIOUS SLIDE](#)

## Defense Outplacement Referral System (DORS)

### YOUR EXPERIENCE • YOUR SERVICE • DORS

Do you have the required documents below?

1. A [resume](#) describing your work experience, education, awards, medals, training, etc., **AND**
- 2a. A [DD-214](#) (Member 4 Copy) indicating your service as honorable; **OR**
- 2b. In lieu of a the DD-214 (Member 4 Copy), a [Statement of Service](#) from your Military Personnel Office that certifies your expected discharge as honorable; **AND**
- 3a. A letter from your Military Personnel Office that certifies your disability as a compensable service-connected disability of 30% or more: **OR**
- 3b. [A letter from the Department of Veterans' Affairs](#) that certifies your disability as a compensable service-connected disability of 30% or more; **AND**
4. An [SF-15](#) "Application for 10-point veterans preference" indicating your claimed compensable service-connected disability rating or receipt of a Purple Heart.

» [YES](#)

» [NO](#)

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**CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY**

1. NAME (Last, First, Middle) [REDACTED]		2. DEPARTMENT, COMPONENT AND BRANCH [REDACTED]		3. SOCIAL SECURITY NO. [REDACTED]	
4.a. GRADE, RATE OR RANK CPL		4.b. PAY GRADE E4		5. DATE OF BIRTH (YYMMDD) [REDACTED]	
6. RESERVE OBLIG. TERM. DATE Year: 00 Month: 00 Day: 00		7.a. PLACE OF ENTRY INTO ACTIVE DUTY [REDACTED]			
7.b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address) [REDACTED]		8.a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND [REDACTED]			
8.b. STATION WHERE SEPARATED [REDACTED]		9. COMMAND TO WHICH TRANSFERRED N/A		10. SGLI COVERAGE None <input type="checkbox"/> Amount: \$ 200,000	
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) [REDACTED]		12. RECORD OF SERVICE		Year(s) Month(s) Day(s)	
		a. Date Entered AD This Period		96 01 23	
		b. Separation Date This Period		2000 01 22	
		c. Net Active Service This Period		04 00 00	
		d. Total Prior Active Service		10 02 20	
		e. Total Prior Inactive Service		05 11 03	
		f. Foreign Service		00 00 00	
		g. Sea Service		00 00 00	
		h. Effective Date of Pay Grade		98 03 01	
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) National Defense Service Medal, Overseas Service Ribbon, Kuwait Liberation Medal, Kuwait Liberation Medal (K), Combat Action Ribbon, Good Conduct Medal (w/1 star), Arctic Service Ribbon (w/3 stars), Rifle Expert Badge (2D Award)					

14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed) Legal Services Specialist Course (58X) 7 Weeks 1996				24. CHARACTER OF SERVICE (Include upgrades) <b>HONORABLE</b>	
15.a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS EDUCATIONAL ASSISTANCE PROGRAM Yes No [REDACTED]		15.b. HIGH SCHOOL GRADUATE OR EQUIVALENT Yes No [REDACTED]		27. REENTRY CODE [REDACTED]	
17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION Yes No [REDACTED]				26. SEPARATION CODE K001	
18. REMARKS Good Conduct Medal Period Commences - 990122				30. MEMBER REQUESTS COPY 4 [REDACTED] Initials	

ION (For use by authorized agencies only)

**MEMBER - 4**

19.a. MAILING ADDRESS AFTER SEPARATION (include Zip Code) [REDACTED]		19.b. NEAREST RELATIVE (Name and address - include Zip Code) [REDACTED]	
28. MEMBER REQUESTS COPY 4 BE SENT TO [REDACTED]		29. DATES OF TIME LOST DURING THIS PERIOD [REDACTED]	
23. TYPE OF SEPARATION Discharge			
25. SEPARATION AUTHORITY MARCORSEPMAN PAR 1005		24. CHARACTER OF SERVICE (Include upgrades) <b>HONORABLE</b>	
28. NARRATIVE REASON FOR SEPARATION Completion of Required Active Service (EOS) USMC		26. SEPARATION CODE K001	
29. DATES OF TIME LOST DURING THIS PERIOD [REDACTED]		27. REENTRY CODE [REDACTED]	

MEMBER - 1

**MEMBER - 4**

[RETURN TO PREVIOUS SLIDE](#)

5000

(Serial Number)  
(DD/MMM/YY)

From: Officer-in-Charge, (Insert command information)

To: Civilian Human Resources Office

Subj: STATEMENT OF SERVICE ICO MRC (EXW/SW) JOHN DOE, USN

1. This letter certifies that MRC (EXW/SW) John Doe is currently assigned to Naval Special Warfare Group THREE, Detachment Little Creek, Joint Expeditionary Base, Little Creek, Virginia.
2. MRC (EXW/SW) Doe's end of active obligated service is 31 December 2011. He is expected to be separated (or retired) under honorable conditions. The following information is provided below:

Name of Service Member:	John Doe
SSN:	XXX-XX-XXXX
Branch of Service:	United States Navy
Active Duty Service Entry Date:	23 December 1987
End of Active Obligated Service:	31 December 2011
Job/House Hunting:	29 Sept – 17 Oct 11
Terminal Leave:	18 Oct – 31 Dec 11
Expected Honorable Discharge:	31 December 2011

3. Decorations, Medals, Badges, Citations and Campaign Ribbons Awarded or Authorized (All periods of service):
4. Any questions concerning this matter can be directed to (Insert POC name and phone number) and (PSD Rep Email).

(Title)  
By direction

## Sample Statement of Service

**APPLICATION FOR 10-POINT VETERAN PREFERENCE  
(TO BE USED BY VETERANS & RELATIVES OF VETERANS)**

U.S. Office of Personnel Management

Form Approved:  
O.M.B. No. 3206-0001

PERSON APPLYING FOR PREFERENCE	
1. Name (Last, First, Middle)	2. Name of Civil Service or Postal Service exam and/or job announcement number you have applied for or position which you currently occupy
3. Home address (Street Number, City, State and ZIP Code)	4. Date exam was held or application submitted

VETERAN INFORMATION (to be provided by person applying for preference)	
5. Veteran's name (Last, First, Middle) exactly as it appears on Service Records	6. VA claim number, if any
7. Veteran's periods of service	
Branch of Service	From
To	Service Number

**TYPE OF 10-POINT PREFERENCE CLAIMED**

Instructions: Check the block which indicates the type of preference you are claiming. Answer all questions associated with that block. The Documentation Required column refers you to the back of this form for the documents you must submit to support your application. (Please Note: Eligibility for veterans' preference is governed by 5 U.S.C. 2106 and 5 CFR Part 211. All conditions are not fully described on this form because of space restrictions. You should submit this completed form to the agency to which you are applying. They can also provide any additional information.)

				Documentation Required (See reverse of this form.)
		Yes	No	
<input type="checkbox"/>	8. Veteran's Claim for Preference based on non-compensable service-connected disability; award of the Purple Heart; or receipt of disability pension under public laws administered by the VA.	----->		A and B
<input type="checkbox"/>	9. Veteran's Claim for Preference based on eligibility for or receipt of compensation from the VA or disability retirement from a Service Department for a 10% or more service-connected disability.	----->		A and C
<input type="checkbox"/>	10. Preference for a Spouse of a living veteran based on the fact that the veteran, because of a service-connected disability, has been unable to qualify for a Federal or D.C. Government job, or any other position along the lines of his/her usual occupation. (If your answer to item A is No, you are ineligible for preference and need not submit this form.)	a. Are you presently married to the veteran?	<input type="checkbox"/> <input type="checkbox"/>	C and H
<input type="checkbox"/>	11. Preference for a Widow or Widower of a veteran. (If your answer is No to item A or Yes to item B, you are ineligible for preference and need not submit this form.)	a. Were you married to the veteran when he or she died? b. Have you ever remarried? Do not count marriages that were annulled.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	A, D, E, and G (Submit G when applicable.)
<input type="checkbox"/>	12. Preference for (Natural) Mother of a service-connected permanently and totally disabled, or deceased veteran provided you are or were married to the father of the veteran, and — your husband (either the veteran's father or the husband of a remarriage) is totally and permanently disabled, or — you are now widowed, divorced, or separated from the veteran's father and have not remarried, or — you are widowed or divorced from the veteran's father and have remarried, but are now widowed, divorced, or separated from the husband of your remarriage. (If your answer is No to item C or D, you are ineligible for preference and need not submit this form.)	a. Are you married? b. Are you separated? If Yes, do not complete C, go to D. c. If married now, is your husband totally and permanently disabled? d. If the veteran is dead, did he/she die in active service?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Disabled Veteran C, F, and H (Submit F when applicable.)  Deceased Veteran A, D, E, and F (Submit F when applicable.)

**PRIVACY ACT AND PUBLIC BURDEN STATEMENT**  
The Veterans' Preference Act of 1944 authorizes the collection of this information. The information will be used, along with any accompanying documentation to determine whether you are entitled to 10-point veterans' preference. This information may be disclosed to: (1) the Department of Veterans Affairs, or the appropriate branch of the Armed Forces to verify your claim; (2) a court, or a Federal, State, or local agency for checking on law violations or for other related authorized purposes; (3) a Federal, State, or local government agency, if you are participating in a special employment assistance program; or (4) other Federal, State, or local government agencies, congressional offices, and international organizations for purposes of employment.

Sample SF-15

Form available at  
[http://www.opm.gov/Forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/Forms/pdf_fill/SF15.pdf)



DEPARTMENT OF VETERANS AFFAIRS  
Regional Office  
3333 North Central Avenue  
Phoenix, Arizona 85012-2435

February 8, 2012

In reply, refer to: \*

Dear Mr.

The following certificate is furnished for use in establishing civil service preference. This Certificate is considered a permanent record of the Veteran's service-connected disability(ies).

This is to certify that the records of the Department of Veterans Affairs disclose that Garrett A. is entitled to compensation for service-connected disability(ies) rated at 30 percent or more. This payment is made in accordance with public laws administered by the Department of Veterans Affairs. Our records indicate the Veteran served on active duty in the Armed Forces, and was separated under honorable conditions.

### Do You Have Questions Or Need Assistance?

If you have any questions, you may contact us by telephone, e-mail, or letter.

If you	Here is what to do.
Telephone	Call us at 1-800-827-1000. If you use a Telecommunications Device for the Deaf (TDD), the number is 1-800-829-4833.
Use the Internet	Send electronic inquiries through the Internet at <a href="https://iris.va.gov">https://iris.va.gov</a> .
Write	Put your full name and VA file number on the letter. Please send all correspondence to the address below:  Winston-Salem Regional Office Federal Building 251 N Main Street Winston-Salem, NC 27155 FAX: (336) 714-0551

Sincerely yours,

## Sample VA Letter Documenting Compensable Service-Connected Disability

[RETURN TO PREVIOUS SLIDE](#)

Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

Please complete the [contact form](#) and submit along with the [applicable documents](#) to:

[DORS-WW@navy.mil](mailto:DORS-WW@navy.mil)

Once these documents are submitted, a DORS registration counselor will contact you within 2 business days.

## Defense Outplacement Referral System (DORS)

### YOUR EXPERIENCE • YOUR SERVICE • DORS

While it appears you are not eligible for DORS, you may be eligible for other special appointing authorities.

Civilian career opportunities with the Navy and Marine Corps are available in a wide variety of specialties. Find information at:

[www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/Default.aspx](http://www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/Default.aspx)

Including how to:

- Understand how your experience and skills match the missions of the [Department of the Navy organizations](#).
- Search current and ongoing job opportunities, using [USAJOBS](#).
- Think globally with our [international career](#) opportunities.
- Get details about [internships and apprenticeships](#) and our special programs for [veterans](#), [military spouses](#) and [people with disabilities](#).

Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

You appear to be **eligible** for job vacancies which  
are open to all US citizens

See this website for additional information

<http://www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/Default.aspx>

## Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

It appears you are not eligible for DORS, however you may be eligible for other appointments such as the

[Veterans' Recruitment Appointment \(VRA\)](#)

OR

[Veterans Employment Opportunities Act \(VEOA\)](#)

OR

[Federal Employment of People with Disabilities](#)

OR

[30% or More Disabled Veterans Appointment](#)

OR

Any job vacancy that is [OPEN TO US CITIZENS](#)

Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

It appears you are not eligible for DORS,  
however you may be eligible for other  
Veteran's Appointments such as the

[Veterans' Recruitment Appointment \(VRA\)](#)

OR

[Veterans Employment Opportunities Act \(VEOA\)](#)

OR

Any job vacancy that is [OPEN TO US CITIZENS](#)

If you do not have some of the documents,  
you may contact the Department of the  
Navy (DON) Employment Information  
Center (EIC) for assistance and information  
on where you can obtain these documents  
at

[DNeic@navy.mil](mailto:DONeic@navy.mil) or 1-800-378-4559

**DIRECT RESULT OF ARMED CONFLICT** – a disease or injury incurred in the line of duty as a direct result of armed conflict (e.g., war, expedition, occupation of an area or territory, battle, or other action in which service members are engaged with a hostile or belligerent nation, faction, force, or terrorists). To support a combat-related determination, there must be a definite causal relationship between the armed conflict and the resulting disability.

**INSTRUMENTALITY OF WAR** – a vehicle, vessel, or device (weapon, military combat vehicle, military ordinance, or material) designed primarily for Military Service and intended for use in such Service at the time of the occurrence or injury. It may include such instrumentalities not designated primarily for Military Service if use of, or occurrence involving, such instrumentality subjects the individual to a hazard peculiar to Military Service.



[RETURN TO PREVIOUS SLIDE](#)

**Please complete the form below and email to**  
**[DORS-WW@navy.mil](mailto:DORS-WW@navy.mil)**

**[DORS Preliminary Contact Form.pdf](#)**

## Veterans' Recruitment Appointment (VRA)

Veterans' Recruitment Appointment (VRA) is an excepted authority that allows agencies, to appoint eligible veterans without competition. If you:

- are in receipt of a campaign badge for service during a war or in a campaign or expedition; **OR**
- are a disabled veteran, **OR**
- are in receipt of an Armed forces Service Medal for participation in a military operation, **OR**
- are a recently separated veteran (within the last 3 years), **AND**
- separated under honorable conditions (this means an honorable or general discharge), you are VRA eligible.

You can be appointed under this authority at any grade level up to and including a GS-11 or equivalent. This is an excepted service appointment. After successfully completing 2 years, you will be converted to the competitive service. Veterans' preference applies when using the VRA authority.

Agencies can also use VRA to fill temporary (not to exceed 1 year) or term (more than 1 year but not to exceed 4 years) positions. If you are employed in a temporary or term position under VRA, you will not be converted to the competitive service after 2 years.

There is no limit to the number of times you can apply under VRA.

You must provide documentation of your preference or appointment eligibility. Your DD-214 (Member 4 Copy), "Certificate of Release or Discharge from Active Duty" is preferable. If claiming 10-point Veterans' preference, you will need to submit a [Standard Form \(SF-15\)](#), "Application for 10-point Veterans' Preference."

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# Veterans Employment Opportunity Act (VEOA)

Veterans Employment Opportunity Act of 1998, as amended (VEOA) is a competitive service appointing authority that can only be used when filling permanent, competitive service positions. It can not be used to fill excepted service positions. It allows veterans to apply to announcements that are only open to so called "status" candidates, which means "current competitive service employees."

To be eligible for a VEOA appointment, your **latest** discharge must be issued under honorable conditions (this means an honorable or general discharge), **AND** you must be either:

- a preference eligible (defined in title 5 U.S.C. 2108(3)), **OR**
- a veteran who substantially completed 3 or more years of active service.

When agencies recruit from outside their own workforce under merit promotion (internal) procedures, announcements must state VEOA is applicable. As a VEOA eligible you are not subject to geographic area of consideration limitations. When applying under VEOA, you must rate and rank among the best qualified when compared to current employee applicants in order to be considered for appointment.

Current or former Federal employees meeting VEOA eligibility can apply. However, current employees applying under VEOA are subject to time-in-grade restrictions .

"Active Service" under VEOA means active duty in a uniformed service and includes full-time training duty, annual training duty, full-time National Guard duty, and attendance, while in the active service, at a school designated as a service school by law or by the Secretary concerned.

"Preference eligible" under VEOA includes those family members entitled to derived preference.

You must provide documentation of your preference or appointment eligibility. Your DD-214 (Member 4 Copy), "Certificate of Release or Discharge from Active Duty" is preferable. If claiming 10-point Veterans' preference, you will need to submit a [Standard Form \(SF-15\)](#), "Application for 10-point Veterans' Preference."

[RETURN TO PREVIOUS SLIDE](#)

## 30% or More Disabled Veteran

30% or More Disabled Veteran allows any veteran with a 30% or more service-connected disability to be non-competitively appointed.

You are eligible if you:

- retired from active military service with a service-connected disability rating of 30% or more; **OR**
- you have a rating by the Department of Veterans Affairs showing a compensable service-connected disability of 30% or more.

This authority can be used to make permanent, temporary (not to exceed 1 year) or term (more than 1 year, but not more than 4) appointments in the competitive service. There is no grade level restriction.

When using this authority to appoint on a permanent basis, you are first placed on a time limited appointment of at least 60 days and then converted to a permanent appointment at management's discretion. When the authority is used for temporary or term appointments, you will not be converted to a permanent appointment.

You must provide documentation of your preference or appointment eligibility. Your DD-214 (Member 4 Copy), "Certificate of Release or Discharge from Active Duty" is preferable. If claiming 10-point Veterans' preference, you will need to submit a [Standard Form \(SF-15\)](#), "Application for 10-point Veterans' Preference."

[RETURN TO PREVIOUS SLIDE](#)

## Federal Employment of People with Disabilities (Schedule A Authority)

The Schedule A authority for people with disabilities, 5 CFR 213.3102(u), is an excepted authority that agencies can use to appoint eligible veterans who have a severe physical, psychological, or intellectual disability. To be eligible, you must:

- Show proof of your disability. Documentation may be from any licensed medical professional (e.g., a physician or other medical professional certified by a State, the District of Columbia, or a U.S. Territory to practice medicine), a licensed vocational rehabilitation specialist (i.e., State or private), or any Federal or State agency, or agency of the District of Columbia or a U.S. territory that issues or provides disability benefits;
  - Your medical documentation should distinguish between disabilities that are temporary, or transient, versus disabilities, which are chronic, permanent, on-going, or unresolved with no end in sight.
  - Have a certification of job readiness. Certification of job readiness (i.e., that you are likely to perform the duties of the job you wish to perform despite the presence of your disability) may be from any licensed medical professional (e.g., a physician or other medical professional certified by a State, the District of Columbia, or a U.S. Territory to practice medicine), a licensed vocational rehabilitation specialist (i.e., State or private), or any Federal or State agency, or agency of the District of Columbia or a U.S. territory that issues or provides disability benefits.
- The above documentation may be combined in one letter or you can provide it in separate letters.
  - Agencies can use this authority, at their discretion, to appoint you at any grade level and for any job (time-limited or permanent) for which you qualify. Veterans' preference applies when agencies hire individuals under this authority. After 2 years of satisfactory service, the agency may convert you, without competition, to the competitive service.
  - There is no limit to the number of times you can apply under this authority.
  - You must provide documentation of your preference or appointment eligibility. Your DD-214 (Member 4 Copy), "Certificate of Release or Discharge from Active Duty" is preferable. If you are claiming 10-point Veterans' preference as a disabled veteran, you will need to submit a [Standard Form \(SF-15\)](#), "Application for 10-point Veterans' Preference."

# Veterans' Recruitment Appointment (VRA)

- Veterans' Recruitment Appointment (VRA) is an excepted authority that allows agencies, to appoint eligible veterans without competition. If you:
  - are in receipt of a campaign badge for service during a war or in a campaign or expedition; OR
  - are a disabled veteran, OR
  - are in receipt of an Armed forces Service Medal for participation in a military operation, OR
  - are a recently separated veteran (within the last 3 years), AND
  - separated under honorable conditions (this means an honorable or general discharge), you are VRA eligible.
- You can be appointed under this authority at any grade level up to and including a GS-11 or equivalent. This is an excepted service appointment. After successfully completing 2 years, you will be converted to the competitive service. Veterans' preference applies when using the VRA authority.
- Agencies can also use VRA to fill temporary (not to exceed 1 year) or term (more than 1 year but not to exceed 4 years) positions. If you are employed in a temporary or term position under VRA, you will not be converted to the competitive service after 2 years.
- There is no limit to the number of times you can apply under VRA.

You must provide documentation of your preference or appointment eligibility. Your DD-214 (Member 4 Copy), "Certificate of Release or Discharge from Active Duty" is preferable. If claiming 10-point Veterans' preference, you will need to submit a [Standard Form \(SF-15\)](#), "Application for 10-point Veterans' Preference."

# Veterans Employment Opportunity Act (VEOA)

Veterans Employment Opportunity Act of 1998, as amended (VEOA) is a competitive service appointing authority that can only be used when filling permanent, competitive service positions. It can not be used to fill excepted service positions. It allows veterans to apply to announcements that are only open to so called "status" candidates, which means "current competitive service employees."

To be eligible for a VEOA appointment, your **latest** discharge must be issued under honorable conditions (this means an honorable or general discharge), **AND** you must be either:

- a preference eligible (defined in title 5 U.S.C. 2108(3)), **OR**
- a veteran who substantially completed 3 or more years of active service.

When agencies recruit from outside their own workforce under merit promotion (internal) procedures, announcements must state VEOA is applicable. As a VEOA eligible you are not subject to geographic area of consideration limitations. When applying under VEOA, you must rate and rank among the best qualified when compared to current employee applicants in order to be considered for appointment.

Current or former Federal employees meeting VEOA eligibility can apply. However, current employees applying under VEOA are subject to time-in-grade restrictions .

"Active Service" under VEOA means active duty in a uniformed service and includes full-time training duty, annual training duty, full-time National Guard duty, and attendance, while in the active service, at a school designated as a service school by law or by the Secretary concerned.

"Preference eligible" under VEOA includes those family members entitled to derived preference.

You must provide documentation of your preference or appointment eligibility. The member 4 copy of your DD-214, "Certificate of Release or Discharge from Active Duty" is preferable. If claiming 10 point veterans' preference, you will need to submit a [Standard Form \(SF-15\)](#), "Application for 10-point Veterans' Preference."

[RETURN TO PREVIOUS SLIDE](#)

## Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

Are you the spouse or mother of a veteran occupationally disabled because of service-connected disability, or the widow/widower or mother of a deceased wartime veteran?

» YES

» NO

**APPLICATION FOR 10-POINT VETERAN PREFERENCE  
(TO BE USED BY VETERANS & RELATIVES OF VETERANS)**

U.S. Office of Personnel Management

Form Approved:  
O.M.B. No. 3206-0001

**PERSON APPLYING FOR PREFERENCE**

1. Name (Last, First, Middle)	2. Name of Civil Service or Postal Service exam and/or job announcement number you have applied for or position which you currently occupy
3. Home address (Street Number, City, State and ZIP Code)	4. Date exam was held or application submitted

**VETERAN INFORMATION (to be provided by person applying for preference)**

5. Veteran's name (Last, First, Middle) exactly as it appears on Service Records	6. VA claim number, if any		
7. Veteran's periods of service			
Branch of Service	From	To	Service Number

**TYPE OF 10-POINT PREFERENCE CLAIMED**

Instructions: Check the block which indicates the type of preference you are claiming. Answer all questions associated with that block. The Documentation Required column refers you to the back of this form for the documents you must submit to support your application. (Please Note: Eligibility for veterans' preference is governed by 5 U.S.C. 2106 and 5 CFR Part 211. All conditions are not fully described on this form because of space restrictions. You should submit this completed form to the agency to which you are applying. They can also provide any additional information.)

		Documentation Required (See reverse of this form.)														
<input type="checkbox"/>	8. Veteran's Claim for Preference based on non-compensable service-connected disability; award of the Purple Heart; or receipt of disability pension under public laws administered by the VA.	A and B														
<input type="checkbox"/>	9. Veteran's Claim for Preference based on eligibility for or receipt of compensation from the VA or disability retirement from a Service Department for a 10% or more service-connected disability.	A and C														
<input type="checkbox"/>	10. Preference for a Spouse of a living veteran based on the fact that the veteran, because of a service-connected disability, has been unable to qualify for a Federal or D.C. Government job, or any other position along the lines of his/her usual occupation. (If your answer to item A is No, you are ineligible for preference and need not submit this form.)	<table border="1"> <tr> <td>a. Are you presently married to the veteran?</td> <td>Yes</td> <td>No</td> <td>C and H</td> </tr> </table>	a. Are you presently married to the veteran?	Yes	No	C and H										
a. Are you presently married to the veteran?	Yes	No	C and H													
<input type="checkbox"/>	11. Preference for a Widow or Widower of a veteran. (If your answer is No to item A or Yes to item B, you are ineligible for preference and need not submit this form.)	<table border="1"> <tr> <td>a. Were you married to the veteran when he or she died?</td> <td>Yes</td> <td>No</td> <td rowspan="2">A, D, E, and G (Submit G when applicable.)</td> </tr> <tr> <td>b. Have you ever remarried? Do not count marriages that were annulled.</td> <td>Yes</td> <td>No</td> </tr> </table>	a. Were you married to the veteran when he or she died?	Yes	No	A, D, E, and G (Submit G when applicable.)	b. Have you ever remarried? Do not count marriages that were annulled.	Yes	No							
a. Were you married to the veteran when he or she died?	Yes	No	A, D, E, and G (Submit G when applicable.)													
b. Have you ever remarried? Do not count marriages that were annulled.	Yes	No														
<input type="checkbox"/>	12. Preference for (Natural) Mother of a service-connected permanently and totally disabled, or deceased veteran provided you are or were married to the father of the veteran, and — your husband (either the veteran's father or the husband of a remarriage) is totally and permanently disabled, or — you are now widowed, divorced, or separated from the veteran's father and have not remarried, or — you are widowed or divorced from the veteran's father and have remarried, but are now widowed, divorced, or separated from the husband of your remarriage. (If your answer is No to item C or D, you are ineligible for preference and need not submit this form.)	<table border="1"> <tr> <td>a. Are you married?</td> <td>Yes</td> <td>No</td> <td rowspan="2">Disabled Veteran C, F, and H (Submit F when applicable.)</td> </tr> <tr> <td>b. Are you separated? If Yes, do not complete C, go to D.</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>c. If married now, is your husband totally and permanently disabled?</td> <td>Yes</td> <td>No</td> <td rowspan="2">Deceased Veteran A, D, E, and F (Submit F when applicable.)</td> </tr> <tr> <td>d. If the veteran is dead, did he/she die in active service?</td> <td>Yes</td> <td>No</td> </tr> </table>	a. Are you married?	Yes	No	Disabled Veteran C, F, and H (Submit F when applicable.)	b. Are you separated? If Yes, do not complete C, go to D.	Yes	No	c. If married now, is your husband totally and permanently disabled?	Yes	No	Deceased Veteran A, D, E, and F (Submit F when applicable.)	d. If the veteran is dead, did he/she die in active service?	Yes	No
a. Are you married?	Yes	No	Disabled Veteran C, F, and H (Submit F when applicable.)													
b. Are you separated? If Yes, do not complete C, go to D.	Yes	No														
c. If married now, is your husband totally and permanently disabled?	Yes	No	Deceased Veteran A, D, E, and F (Submit F when applicable.)													
d. If the veteran is dead, did he/she die in active service?	Yes	No														

**PRIVACY ACT AND PUBLIC BURDEN STATEMENT**

The Veterans' Preference Act of 1944 authorizes the collection of this information. The information will be used, along with any accompanying documentation to determine whether you are entitled to 10-point veterans' preference. This information may be disclosed to: (1) the Department of Veterans Affairs, or the appropriate branch of the Armed Forces to verify your claim; (2) a court, or a Federal, State, or local agency for checking on law violations or for other related authorized purposes; (3) a Federal, State, or local government agency, if you are participating in a special employment assistance program; or (4) other Federal, State, or local government agencies, congressional offices, and international organizations for purposes of employment.

A fillable SF-15 form is available at [http://www.opm.gov/forms/pdf\\_fill/SF15.pdf](http://www.opm.gov/forms/pdf_fill/SF15.pdf)

## Defense Outplacement Referral System (DORS)

### YOUR EXPERIENCE • YOUR SERVICE • DORS

While it appears you are not eligible for DORS, you may be eligible for other appointing authorities.

Civilian career opportunities with the Navy and Marine Corps are available in a wide variety of specialties. Find information at:

[www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/Default.aspx](http://www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/Default.aspx)

Including how to:

- Understand how your experience and skills match the missions of the [Department of the Navy organizations](#).
- Search current and ongoing job opportunities, using [USAJOBS](#).
- Think globally with our [international career](#) opportunities.
- Get details about [internships and apprenticeships](#) and our special programs for [veterans](#), [military spouses](#) and [people with disabilities](#).

Defense Outplacement Referral System (DORS)

YOUR EXPERIENCE • YOUR SERVICE • DORS

You may be eligible for Veterans' appointments in addition to DORS, such as the

[Veterans' Recruitment Appointment \(VRA\)](#)

OR

[Veterans Employment Opportunities Act \(VEOA\)](#)

OR

[Federal Employment of People with Disabilities](#)

OR

[30% or More Disabled Veterans Appointment](#)

OR

Any job vacancy that is [OPEN TO US CITIZENS](#)

## Defense Outplacement Referral System (DORS)

### YOUR EXPERIENCE • YOUR SERVICE • DORS

Civilian career opportunities with the Navy and Marine Corps are available in a wide variety of specialties. Find information at:

[www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/Default.aspx](http://www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/Default.aspx)

Including how to:

- Understand how your experience and skills match the missions of the [Department of the Navy organizations](#).
- Search current and ongoing job opportunities, using [USAJOBS](#).
- Think globally with our [international career](#) opportunities.
- Get details about [internships and apprenticeships](#) and our special programs for [veterans](#), [military spouses](#) and [people with disabilities](#).

# Derived Veterans' Preference

- **Spouses** are eligible when the veteran has been unable to qualify for any position in the civil service along the general lines of his or her usual occupation because of a service-connected disability or is rated by appropriate military or Department of Veterans Affairs authorities to be 100 percent disabled and/or unemployable .
- **Widows/Widowers** are eligible if you did not divorce your veteran spouse, have not remarried, or the remarriage was annulled.
- **Mothers of disabled veterans** are eligible if your son or daughter was separated with an honorable or general discharge from active duty, including training service in the Reserves or National Guard, **and** is permanently and totally disabled from a service-connected injury or illness.
- **Mothers of deceased veterans** are eligible when your son or daughter died under honorable conditions while on active duty during a war or in a campaign or expedition for which a campaign medal has been authorized.

**Note:** Preference is not given to widow or mothers of deceased veterans who qualify for preference under 5 U.S.C. 2108. Thus, widows or mothers of deceased disabled veterans who served after 1955, but did not serve in a war, campaign or expedition would not be entitled to claim preference.

To apply for positions where you may be able to invoke your derived Veterans' preference please visit the following website:

[www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/Default.aspx](http://www.public.navy.mil/donhr/Employment/CivJobOpps/Pages/Default.aspx)