**Fact Sheet - Veterans' Preference** *The Skills We Need. The Dedication We Want.*

**Veterans' Preference** gives eligible veterans preference in appointment over many other applicants. It applies to virtually all new appointments in both the competitive and excepted service. It does not guarantee a job and it does not apply to internal actions (i.e. promotions, transfers, reassignments).

In accordance with 5 USC 2108, Veterans' Preference eligibility is based on dates of active duty service, receipt of a campaign badge, Purple Heart, or a service-connected disability.

Not all active duty service may qualify. Only veterans discharged or released from active duty in the armed forces under honorable conditions are eligible (honorable or general discharge).

A "retired member of the armed forces" is not included in the definition of preference eligible unless they are a disabled veteran OR they retired below the rank of major (or equivalent).

There are basically three types of preference eligibles:

**0-point Preference eligible** - no points are added to the **passing** score or rating of a veteran who is the only surviving child in a family in which the father or mother or one or more siblings:

1. Served in the armed forces, **and**
2. Was killed, died as a result of wounds, accident, or disease, is in a captured or missing in action status, or is permanently 100 percent disabled or hospitalized on a continuing basis (and is not employed gainfully because of the disability or hospitalization), **where**
3. The death, status, or disability did not result from the intentional misconduct or willful neglect of the parent or sibling and was not incurred during a period of unauthorized absence.

**5 point preference eligible** if active duty service meets any of the following:

1. For more than 180 consecutive days, other than for training, any part of which occurred during the period beginning September 11, 2001, and ending on August 31, 2010, the last day of Operation Iraqi Freedom, **OR**
2. Between August 2, 1990 and January 2, 1992, **OR**
3. For more than 180 consecutive days, other than for training, 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.

**10 point preference eligible** if served at any time, and:

1. has a service connected disability, **OR**
2. received a Purple Heart.

In addition to preference eligibility, preference eligibles are divided into five basic groups as follows:

* CPS - Disability rating of 30% or more (10 points)
* CP - Disability rating of at least 10% but less than 30% (10 points)
* XP - Disability rating less than 10% (10 points)
* TP - Preference eligibles with no disability rating (5 points)
* SSP – Sole Survivorship Preference (0 points)

NOTE: Disabled veterans receive 10 points regardless of their disability rating.

**How to Apply Veterans’ Preference:**

Veterans’ Preference should be applied in accordance with the Naval Postgraduate School’s Policy Regarding Appointment, Promotion, Salary and Tenure of Office of the Civilian Members of the Faculty.

In accordance with this policy, Veterans’ Preference is applied as a qualitative factor and there is no differentiation between the three types of preference eligibles. All veterans’ preference eligibles are given equal consideration regardless of point preference.

When filling positions from external recruitment sources or where veterans’ preference is otherwise applicable, veterans’ preference eligibility is treated as a positive factor in all stages of the review process. If all relevant merit factors for the position are deemed equal, the offer must be made to the equally qualified preference-eligible candidate.

If a non-preference eligible candidate is appointed, the reasons for non-selection of any equally qualified preference eligible candidate must be documented in writing, made part of the selection record, and the reason for non-selection provided to the preference eligible candidates.

**Documentation requirements:**

Preference eligibles must provide acceptable documentation of preference or appointment eligibility. Acceptable documentation may be:

* A copy of the DD-214, "Certificate of Release or Discharge from Active Duty," which shows dates of service and discharge under honorable conditions.
* A "certification" that is a written document from the armed forces that certifies the service member is expected to be discharged or released from active duty service in the armed forces under honorable conditions not later than 120 days after the date the certification is signed.
* If claiming 10 point preference, a [Standard Form (SF-15)](https://www.opm.gov/forms/pdf_fill/sf15.pdf) "Application for 10-point Veterans' Preference" is also required.

NOTE: Prior to appointment, an agency requires the service member to provide a copy of the DD-214.

For those unsure of their preference eligibility, the Department of Labor's Veterans' Preference Advisor can assist: <http://webapps.dol.gov/elaws/vetspref.htm>.

Find this information and additional resources at: <https://www.fedshirevets.gov/job/vetpref/>.