



Pennsylvania State Police
Police Service with Professionalism

Pennsylvania State Police
Public Safety HR Delivery Center
Specialized PSP Placement Section
Test Administration Unit, VPP
1800 Elmerton Avenue
Harrisburg, Pennsylvania 17110

Veterans' Preference Points

Applicants in any of the following categories are entitled to Veterans' Preference Points if they have completed their military service commitment and have received an honorable discharge from such service prior to taking the Pennsylvania State Police (PSP) entry-level law enforcement examination.

- Certain military commitments completed prior to July 27, 1953.
- Applicants who have served in an active duty capacity in the armed forces of the United States since July 27, 1953. Such service must include completion of basic training.
- Applicants who served in the National Guard or Reserves. Such service must include completion of basic training and completion of either the entire first term of service or at least one period of active duty for a purpose other than training since August 2, 1990.

Also eligible are:

- Widows or widowers of veterans.
- Spouses of disabled veterans.
 - Widows or widowers of veterans who remarry and/or divorced spouses of disabled veterans are not eligible to receive Veterans' Preference Points.

The initial term of active obligated service enlistment must have been completed at the time of the test to include Reservists/National Guard members, or the member must have received a final discharge from active duty, Form DD-214. The Character of Service must be "positive."

NOTE: Any applicant who is serving and was deployed, or was recalled to Federal active duty (regardless of active duty length or place of service, even if they are still within their initial term of Reserve or National Guard enlistment) who provides a DD-214 showing the active duty **and** a positive Character of Service, is to be awarded Veterans' Preference Points. This does not include the DD-214 that is issued to a Reservist or Guardsman at the end of boot camp.

Discharged Personnel: Applicants must provide a non-returnable copy of your Certificate of Release or Discharge from Active Duty, Form DD-214, **Member-4 copy**. If you do not possess the Member-4 copy, you may submit the Member-1 copy along with a copy of your Honorable Discharge Certificate.

Active Enlisted Personnel: Applicants who have re-enlisted or who are currently in the Reserves or National Guard members must submit a letter (on military letterhead) from a commanding officer which details the following information:

- Full name
- Social Security number
- Original date of enlistment
- Completion date of initial enlistment
- Obligation date
- Character of Service, thus far
- Statement if deployed in combat

Active Commissioned Officers: Applicants who have completed Officer Candidate School and have no term of obligation must provide a letter (on military letterhead) from a commanding officer which includes:

- Full name
- Social Security number
- Original date of appointment
- Character of Service, thus far

Spouses of Deceased Veterans: Establish and submit the spouse's eligibility according to the criteria above **and** a death certificate.

Spouses of Disabled Veterans: Establish and submit the spouse's eligibility according to the criteria above **and** proof of the spouse receiving service-connected disability compensation. Acceptable forms include:

- Department of Veteran's Affairs Standard of Notification Letter
- Department of Veteran's Affairs Promulgation Letter
- Department of Veteran's Affairs Tax Abatement Letter
- Department of Veteran's Affairs Benefit Verification
- Written approval from the disabled spouse to use the preference. Email is acceptable
 - Spouses cannot be currently using the preference.

Applicants must provide the correct and required document(s) by **September 21, 2018**, in order to receive consideration for Veterans' Preference Points. Documents submitted prior to the commencement, or after the conclusion, of the submission period will not be accepted. The submission period commences on the day written examination notices are sent and concludes on **September 21, 2018**. **Submission of correct and required document(s) is required for each test cycle, regardless of the status of previous document submissions.** Documentation is to be forwarded to the address which appears on the top of this page or via e-mail to ra-entrylevelexam@pa.gov. Documents submitted to any other source will not be accepted. Applicants who wish to receive verification that their documentation was sufficient and/or received are to include their e-mail address with the documentation if forwarded to the Pennsylvania State Police via US mail or may request return notification with documentation forwarded via e-mail.

Any inaccurate/incomplete documentation or untimely documentation submitted will not be considered when awarding Veterans' Preference Points.

Applicants may inquire regarding receipt and correctness/completeness of documentation to ra-entrylevelexam@pa.gov. Please allow at least five working days between forwarding the documentation and making an inquiry as to the status for staff review and processing.

If you need to obtain copies of your military record, visit: <http://vetrecs.archives.gov>, or call (866) 272-6272, or write to:

General Services Administration
National Personnel Records Center
Military Personnel Records
9700 Page Boulevard
St. Louis, MO 63132-5100

Or, if you were discharged after 1994 and have registered your documents with the PA Department of Military and Veterans Affairs, call (717) 861-8910 or 1-800-547-2838, or write to:

Veterans Service Officer
Department of Military and Veterans Affairs
Building P-0-47
Fort Indiantown Gap
Annaville, PA 17003-5002