

Firefighter Cadet Honorable Service Form Letter

TO: Firefighters' and Police Officers Civil Service Commission

111 Soledad St., Suite 100

San Antonio, TX 78205

This letter is to certify that SAFD Applicant (Service Member) Please Print:

Reported for Duty on:

Is scheduled to separate on:

Will the service member receive an Honorable Discharge based on current conditions?

YES

NO

Name and Rank of Commanding Officer (Field Grade Officer or above):

Commanding Officer Contact Information:

Commanding Officer Signature:

Date Signed:

<input type="text"/>	<input type="text"/>
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VETERAN'S PREFERENCE POINTS

If you have been (or will be) discharged from the military, you may be eligible for five (5) Veteran's preference points on this examination. To be eligible to receive the additional points, you must have:

- Served on active duty for a minimum of 180 consecutive days in the United States Armed Forces
- Received an honorable discharge
- Score seventy-percent (70%) or higher on the written SAFD entrance examination

In order to receive the five (5) Veteran's preference points, you must submit one of the acceptable documents at the time of application or mail the documents following the guidelines below. If you fail to submit your DD214 or letter by the deadline, you will not be awarded the Veteran's preference points on this examination.

Acceptable Veteran's preference points documents:

DD214-(For Veteran applicants)

- Must be an original or certified copy, legible and unaltered
- Only the following copies will be accepted: Service #2, Member #4, State Director of Veterans Affairs #6, Service #7, or Service #8

Honorable Service Letter- (For Active Duty applicants)

- Must contain:
 - contact information for your current commander (field grade officer or above)
 - term of service
 - and certify that you will receive an Honorable Discharge based on current conditions
- An honorable service letter template is available at: www.sanantonio.gov/Portals/0/Files/SAFD/Recruiting/HonorableServiceFormLetter.pdf

Mailing guidelines:

- You must use certified mail
- Postmark deadline = March 15, 2016
- Must be addressed to:
City of San Antonio - HR Department
Attention: Sarah Bilger
111 Soledad, Suite 100
San Antonio, TX 78205

THERE WILL BE NO EXCEPTIONS OR EXTENSIONS FOR FAILING TO MEET THE MARCH 15, 2016 DEADLINE