

Recently, the Texas State Legislature voted to strengthen the language of the Veterans' Preference regulation. While the requirement to extend preference to veterans is not new, the new bill outlines additional actions that state agencies must take effective September 1, 2015. We have detailed responses to key questions below.

### **Who is a veteran?**

A veteran is an individual who served in (and has been honorably discharged from) the following branches of service:

- The U.S. Army, Navy, Air Force, Marine Corps, or Coast Guard or the US Public Health Service under Title 42, United States Code [§ 201](#).
- The Texas Military Forces as defined by Texas Government Code, [§ 437.001](#).
- An auxiliary service of one of the branches of the armed forces.

A veteran with a disability is defined as a veteran who:

- is classified as disabled by the U.S. Department of Veterans Affairs or the branch of the service in which the veteran served, and
- has a service-connected disability.

### **Who is eligible for the preference?**

The veteran preference does not only extend to a qualified veteran or a veteran with a disability, it also applies to:

- A veteran's surviving spouse who has not remarried.
- An orphan of a veteran if the veteran was killed while on active duty.

### **How will this impact the hiring process?**

A qualifying veteran applicant is entitled to a preference in employment over other applicants for the same position who do not have a greater qualification. When interviewing, the hiring manager will be responsible to follow these guidelines:

- If the total number of individuals interviewed is 6 or fewer, at least 1 interview must be with a qualified veteran eligible to claim the veterans' preference.
- If the total number of individuals interviewed is more than 6, at least 20% of the total number of interviews must be with qualified veterans eligible to claim the veterans' preference.

Applicants wishing to claim a veteran's employment preference **must** submit a copy of their [Form DD 214, Report of Separation](#) via email to [jobs@utdallas.edu](mailto:jobs@utdallas.edu) or by attachment to their application.

Hiring managers may also designate a new or replacement position as a veterans' position and only accept applications for that position from individuals who are entitled to a veterans' employment preference. In certain instances, these positions do not have to be announced or advertised. For more information, please refer to [Employment Preferences](#).

In addition, an applicant entitled to a veteran's employment preference may appeal an employment decision by filing a written complaint with the Office of Institutional Equity and Compliance at [institutionalequity@utdallas.edu](mailto:institutionalequity@utdallas.edu), ext 2223.

For more information regarding the Veteran's Employment Preference, please contact: Director of Employment Services, Veterans' Employment Liaison, [jobs@utdallas.edu](mailto:jobs@utdallas.edu), ext 5153.