## RESCIND OF RESIGNATION REQUEST FORM

DATE:			
то:	Department of Administrative Services Statewide Human Resources Managen 165 Capitol Avenue – Room 404 Hartford, CT 06106	nent	
FROM:			
		Social Security #:	
Print Full Name		Franks in a ID #	
Mailing Address (include Apt. #)		Employee ID #:	
		Effective date of Resignation: / /	
City, State, Zip Code		$\overline{M}\overline{M}\overline{D}\overline{D}\overline{Y}\overline{Y}$	
Former	Name, if any	Last Employing Agency (do not abbreviate)	
1 0111101	raine, it any	East Employing Agonoy (as not approviate)	
Effective today, I wish to rescind my resignation from an Executive Branch agency in State of Connecticut ("State") service. Lunderstand as a permanent classified employee. Lam allowed to			

ρf Connecticut ("State") service. I understand as a permanent, classified employee, I am allowed to take this action provided I do so within one year from the date of my resignation in good standing. I also understand I am eligible to return to State service in any class(es) in which I had previously attained permanent status without examination as long as I am rehired into this classification within two years from the effective date of my resignation.

## I further understand:

- General Letter No. 177 (found on-line at <a href="www.das.state.ct.us">www.das.state.ct.us</a> Human Resources page Business Rules and Regulations Section – General Letters) discusses the Rescind of Resignation Procedure and authorizes the assignment of certain privileges provided I am rehired within prescribed timeframes and provided I meet established criteria for receiving such privileges.
- I must have been a permanent, classified employee in State service at the time of my resignation from an Executive Branch agency in order to rescind my resignation.
- I must have resigned in good standing in order to rescind my resignation.
- I must have resigned within one year from the date of this request in order to rescind my resignation.
- My name will not appear on any Reinstate or SEBAC list(s) as only laid-off State employees are eligible for this benefit. Therefore, I understand the State of Connecticut is **not** obligated to notify me of openings in positions for which I qualify under this procedure nor is the State of Connecticut under any obligation to rehire me.
- If the requirements for position(s) in which I had previously attained permanent status have changed,

I must meet the new training and experience requirements as outlined on the (current) job		
description(s) in order to qualify for position(s) in the(se) classification(s).		
The DAS-Statewide HR Management will review the information I have provided above and approve		
or deny this request accordingly.		
DAS-Statewide HR Management will notify me of the status of my request via First Class Mail.		
Privileges under General Letter No. 177 are applied at the time of reinstatement to a permanent		
State of Connecticut position and are not extended to any future appointments.		
Signed:		
Cignature of Former State of CT Employee		
Signature of Former State of CT Employee		