

Returning from Military Leave Application for Re-employment

With few exceptions, you have the right to request, receive, review and correct information about yourself collected using this form.

To qualify to return to work, you must:

- apply in writing (using this form) for re-employment within 90 days after discharge, and
- provide evidence of discharge or release under honorable conditions (if you were on military leave for more than 31 calendar days).

Name

UIN

Date of discharge (attach discharge paperwork)

Date returning to work

Applicant signature

Date

Please contact Human Resources at (979) 458-6161 to discuss your benefit coverage options upon returning to a paid status and to complete the appropriate paperwork. You may make changes to your benefits within 60 days of your return from military leave.

To be completed by Human Resources:

Date military leave began