

**STATE UNIVERSITIES CIVIL SERVICE SYSTEM**

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**Julie Annette Jones**  
*Merit Board Chair  
Gail Schiesser  
Interim Executive Director*

***Email Notification Only***

**TO:** Designated Employer Representatives/Human Resource Directors  
Members of the State Universities Civil Service Advisory Committee

**FROM:** Gail Schiesser *GS*  
Interim Executive Director

**DATE:** October 19, 2021

**RE:** ***Revision #53 to the Procedures Manuals***

Attached is a revision to Section 2.2, Verification of Educational Requirements, Examination Procedures Manual, regarding transcript requirements.

This revised section can also be found at our website. If you have any questions, please email Danielle Routh at [danieller@sucss.illinois.gov](mailto:danieller@sucss.illinois.gov).

**SECTION – EXAMINATION PROCEDURES MANUAL**

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