

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

*Sunnycrest Center
1717 Philo Road, Suite 24
Urbana, Illinois 61802-6099*



John Butler
Merit Board Chair
Gail Schiesser
Executive Director

Email Notification Only

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

FROM: Gail Schiesser 
Executive Director

DATE: August 27, 2026

RE: ***Revision #65 to the Procedures Manuals***

Section 5.1 of the Examination Procedures Manual is being revised to assign a code and number to all places of employment for paper examinations.

Please note that this also changes how we track other documents, which will use the new codes and numbers.

SECTION – EXAMINATION PROCEDURES MANUAL

REMOVE

INSERT

Section 5.1 Pages 1 – 2 of 2Section 5.1 Pages 1 – 3 of 3