

Example 5.1a

STATE UNIVERSITIES CIVIL SERVICE SYSTEM

1717 Philo Road, Suite 24
Urbana, IL 61802-6099

RESIGNATION

I, the undersigned, tender my resignation from the position classified as
in the _____ effective at the close of business on
_____ for the following reason(s):

I certify that this resignation is executed by me voluntarily and of my own free will and
desire to discontinue my services in the _____
and is not given or executed by reasons of any threat, force, duress, menace, or undue influence
of any kind, by any person or persons whomsoever.

Signature of Employee

Address

Date

Accepted by _____

Date _____

CS No. _____