

Example 1.3a

 Place of Employment

**REQUEST FOR APPROVAL TO NOT ADMINISTER
EXAMINATIONS FOR ORIGINAL ENTRY CLASSIFICATIONS**

TO: Executive Director of the State Universities Civil Service System

FROM:

DATE:

I hereby request consideration to not administer original entry examinations for the following:

<i>Classification</i>	<i>Number of Positions in Class</i>	<i>Projected New Positions in next 6 months</i>	<i>Annual Turn-over Rate (%)</i>	<i>Number on Original Entry Register</i>	<i>MB Use Only</i>	
					<i>Approved</i>	<i>Not Approved</i>

This request is made in accordance with section 250.50(e) of the Illinois Administrative Code (80 Ill. Adm. Code §250.50(e) (2000)).

 Date

 Approved by Designated Employer Representative

 Date

 Executive Director