



NOTICE OF DISQUALIFICATION AND APPEAL RIGHTS

This form **MUST** be submitted along with your application materials.

Please print the requested information in the spaces provided below.

Name (please print): _____

Social Security Number: _____

Job Title: _____

DISQUALIFICATION INFORMATION:

Candidates will be automatically **disqualified** from the examination process for the following reasons:

- Communicating content of the examination to other candidates, potential candidates, and/or Mesa State College staff and/or supervisors;
- Failure to turn in all examination materials (application);
- Failure to follow the directions provided in the instructions;
- Failure to sign, date, and turn in this form with the examination materials (application)

APPEAL RIGHTS:

You have the right to appeal if you believe the content or conduct of this examination was arbitrary, capricious or contrary to rule or law. Scores and ranks are not considered as examination conduct or content. Your appeal must be in writing, signed by you or your representative, and must be received at the following address no later than ten (10) calendar days from the date the examination was administered. Address your appeal as follows:

State Personnel Director
1313 Sherman Street, First Floor
Denver, CO 80203
303-866-2021

Appeals of alleged discrimination in connection with selection activity must be filed with the Civil Rights Division of the State Personnel Board within 10 days of the alleged discriminatory practice. Address your appeal to: State Personnel Board, 633 17th Street, Denver, CO 80202. Phone 303-866-3300. Fax 303-866-5038.

CERTIFICATION:

I understand that I will be disqualified from the examination process for any of the reasons stated above. I further certify that I have been informed of my appeal rights.

Signature _____ Date _____

YOU MUST BE A RESIDENT OF COLORADO TO APPLY.

THE STATE OF COLORADO IS AN EQUAL OPPORTUNITY EMPLOYER.