



PROGRAM SUPPORT HR TIPS

December 28, 2010

No. 11

TEST EXEMPTED APPLICANTS

Did you know that any name that appears on an Applicants Referral List is eligible for employment whether they have a test score or not? The applicants without a test score on the Referral List are exempted from the testing requirements and could be considered for your vacancy. These applicants' name will appear on the bottom of the list along with a brief description of the nature of the exemption. Listed below are the six reasons an applicant could be exempted from testing.

- Indicates a Vocational Rehabilitation Client – [Rule 22.8a](#)
- Indicates Non Competitive Reemployment Eligibility- [Rule 23.13](#)
- Indicates applicant has a score of 3.5 or better – [Rule 22.8c](#)
- Indicates Veterans who meet the test exemption requirements – [Rule 22.8d](#)
- Indicates Out-of-state vacancies – [Rule 22.8b](#)
- Indicates the applicant is currently in a job that requires the exam – [HR Handbook policy](#)

*We hope this **HR Tip** has been helpful to you. If you have any questions please contact Betty Davis at (225) 219-9534 or betty.l.davis@la.gov*