Eligibility for Rehire

	POLICY ON ELIGIBILITY FOR REHIRE
	HUMAN RESOURCES
	USG HUMAN RESOURCES OFFICE

Who Should Read This Policy

All Human Resources professionals within the University System of Georgia should be aware of this policy; all employees should be aware of this policy.

Definitions

Employees who separate from the USG and who have complied with relevant Board of Regents policies and procedures are eligible for immediate rehire consistent with other legal and/or policy restrictions (e.g., there is a prohibition on post-retirement employment decisions as well as waiting periods). The separation reason may include (but is not limited to) voluntary resignations, expiration of contract or limited term employment, reductions in force, and retirements.

Employees who separate for serious misconduct, major policy violations, or criminal behavior should be deemed ineligible for rehire for a minimum of three years from the date of separation. The separation reason may include (but is not limited to) institutional

- Under no circumstances will an institution consider an applicant designated ineligible for rehire or conditional. Once the applicant's designation change request is approved and the official system of record is updated to rehire eligible status, only then may the applicant be considered.

- Employees are expected to provide a complete and accurate record of previous employment. In accordance with the USG Background Investigation policy, any misrepresentation or falsified application materials may disqualify a candidate from consideration.

- [Eligibility for Rehire Request Form](#)

- [Board Policy 6.26 Application for Discretionary Review](#)

- [Board Policy 8.2.18.1 Ethics Policy](#)

- [Board Policy 8.3.9 Discipline and Removal of Faculty Members](#)

- [Fraud, Waste, and Abuse Reporting](#)

- [Business Procedures Manual 16.4 Reporting Wrongdoing](#)

Related Documents and Resources (External)

- O.C.G.A. § 34-1-4 (Employer immunity for disclosure of information regarding job performance)