



Selective Service Registration

Purpose

This policy establishes the requirement that prescribed individuals must provide proof of selective service registration prior to beginning employment with the university.

Persons Affected

This verification requirement is applicable to all categories of male employees from eighteen up to twenty-six years of age including faculty, staff, casual, temporary, and student.

Policy

All male citizens/nationals from eighteen up to twenty-six years of age must provide proof of registration or proof of exemption from registration with the selective service system prior to beginning employment with Stephen F. Austin State University. Upon reaching the 26th year of age, the registration verification process is no longer applicable. The registration requirement does not apply to a person employed by SFA before September 1, 1999 as long as the person's employment by SFA is continuous.

Exemptions to the selective service requirement will be reviewed on a case-by-case basis.

The following guidelines should be followed for the employment process:

- Any offer of employment is considered conditional until proof of registration is documented.
- This verification will be obtained by human resources during the new employee orientation process. At that time, the data is verified in a government database and if the individual is not registered, he must do so immediately in order to be eligible for state employment.

Related Statues or Regulations, Rules, Policies, or Standards

Military Selective Service Act, 50 U.S.C. 3801 et seq.

Tex. Gov't Code § 651.005

Responsible Executive

Vice President for Finance and Administration, Director of Human Resources

Revision History

September 1, 2023 (original)