



## AFFIDAVIT- LONGEVITY DIFFERENTIAL FOR GENERAL REPRESENTATION UNIT EMPLOYEES (SEIU) – Separation for educational purposes

### Article 14.6 Longevity Differential - Separation for educational purposes.

For the purposes of the longevity differential only, employees who leave County service in order to pursue higher education may be credited for previous service years with the County of Santa Cruz with the approval of the County Administrative Officer (CAO); and only for service years with the County of Santa Cruz, if the employees had permanent Civil Service status and were in good standing at the time of separation, and return to County employment in a budgeted position within four years of separating, upon presentation of proof that the employee spent the full four years of separation enrolled in higher education. The decision of the CAO shall be final. (MOU 9/19/2021 – 9/18/2024)

The following affidavit is provided to make claims under this position.

Employee Name: \_\_\_\_\_ Employee #: \_\_\_\_\_

Current Title: \_\_\_\_\_

Date of Hire Prior to Returning to County: \_\_\_\_\_

Date of Termination: \_\_\_\_\_

Date of Return to County Employment: \_\_\_\_\_

Total Hours Worked Previously: \_\_\_\_\_

Total County Service Hours Accumulated: \_\_\_\_\_

Summarize your work history that evidences the number of County service hours you previously accumulated (date of hire, hours worked, years worked, etc). Attach all documents from the schools that you attended that support your affidavit.

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Under penalty of perjury under laws of the State of California, I state the above information is true and correct and that I have County service hours earned prior to my return to County employment.

Employee's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Personnel Director: \_\_\_\_\_ Date: \_\_\_\_\_

Recommend: Approval ☐ Denial ☐ Modification ☐ Number of hours to be credited: \_\_\_\_\_

County Administrative Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Recommend: Approval ☐ Denial ☐ Modification ☐ Number of hours to be credited: \_\_\_\_\_

- Procedures:**
1. Employee submits completed AFFIDAVIT- LONGEVITY DIFFERENTIAL to the Personnel Director for review.
  2. Once the County service hours are verified by the Personnel Director, the form is forwarded to the CAO.
  3. Once approved by the CAO, the signed form is returned to the employing department.
  4. Employing Department submits to Personnel for action. Personnel will process and forward a copy of the Affidavit to the Auditor-Controller Office for their records.