



Change My Veteran Status Identification

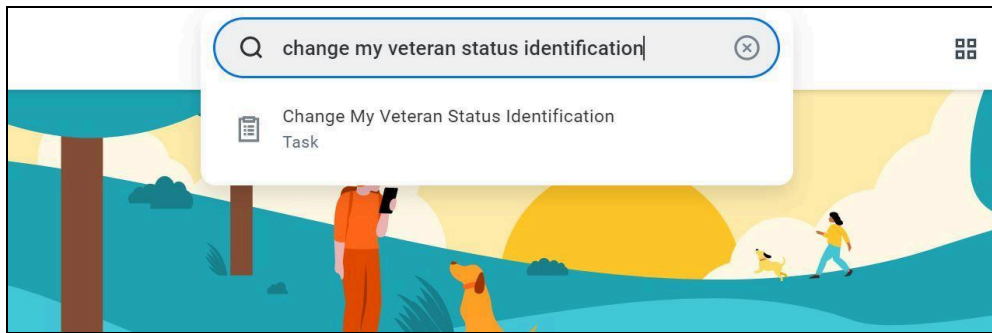
Overview

This job aid lists the steps for an employee to change their Veteran Status Identification.

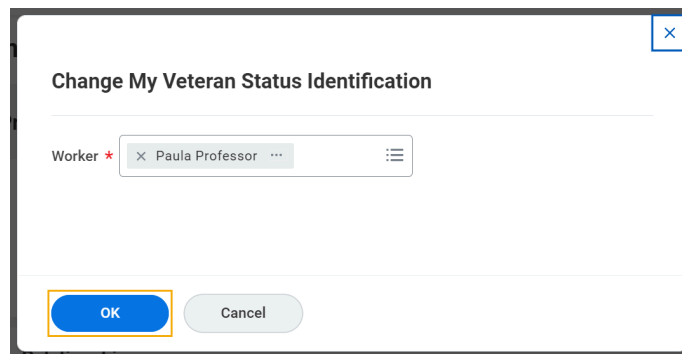
Change My Veteran Status Identification

Security Role(s): Employee as Self

1. Enter **Change My Veteran Status Identification** in the search bar.



2. Select **OK**.



3. In the **Select a Veteran Status** field, select the applicable response.

The screenshot shows a form titled "Select a veteran status". Below the title is a dropdown menu labeled "Veteran Status *" with a search bar and a list of four radio button options. The options are: "I AM NOT A VETERAN", "IDENTIFY AS A VETERAN, JUST NOT A PROTECTED VETERAN", "IDENTIFY AS ONE OR MORE OF THE CLASSIFICATIONS OF PROTECTED VETERANS", and "I DO NOT WISH TO SELF-IDENTIFY". The dropdown menu is open, and the options are visible. Below the dropdown menu, there are four checkboxes with labels: "Disabled Veteran", "Recently Separated Veteran", "Active Duty Wartime or Campaign Badge Veteran", and "Armed Forces Service Medal Veteran".

4. In the **Select All That Apply** section underneath, select each statement that accurately reflects your status.

Note: This section is not required.

The screenshot shows a form titled "Select all that apply". Below the title are four checkboxes with labels: "Disabled Veteran", "Recently Separated Veteran", "Active Duty Wartime or Campaign Badge Veteran", and "Armed Forces Service Medal Veteran". The "Recently Separated Veteran" checkbox has a "Discharge Date:" label next to it. Below the checkboxes is a text input field with a placeholder "enter your comment" and a blue speech bubble icon to its left.

5. Select **Submit** to apply your changes.

The screenshot shows the same "Select all that apply" form as in the previous image. Below the text input field, there are three buttons: "Submit", "Save for Later", and "Cancel". The "Submit" button is highlighted with a blue border.