



City of Saratoga Springs Municipal Civil Service Commission

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*Chairperson Mark Cacozza
Commissioner Elio DelSette
Commissioner Paul Kisselbrack*

*Civil Service Coordinator
Corissa Salvo*

MULTIPLE EXAMINATION REQUEST FORM

INSTRUCTIONS: ONLY candidates who have filed applications for examinations with different civil service agencies (other than the City of Saratoga Springs) scheduled for the same examination date must complete and return this application to the City of Saratoga Springs Civil Service Commission Office **at least THREE (3) WEEKS PRIOR to the examination date.** If you are taking an examination administered by New York State, you must sit at the New York State examination testing site.

CANDIDATES NAME (printed): _____

DATE OF EXAMINATION: _____

SOCIAL SECURITY NUMBER: _____

PERMANENT LEGAL ADDRESS: _____

I wish to take the following examinations at the _____ examination site.
(Name of civil service agency)

Saratoga Springs Examination Number: _____

Saratoga Springs Examination Title: _____

Civil Service Agency: _____

Examination Title and Number: _____

Civil Service Agency: _____

Examination Title and Number: _____

Civil Service Agency: _____

Examination Title and Number: _____

It is the candidate's responsibility to make examination preparations with each civil service agency that they have applied to for examinations scheduled on the same date at least THREE (3) WEEKS BEFORE the examination date. Candidates taking multiple examinations on the same day must bring the admission notices for each civil service agency to the examination site on the date of the examination. It is the candidate's responsibility to insure that all the examination numbers are on their answer sheet(s)

Candidates Signature and Date Signed