## **NOTICE**

The Form CT-HR-6\* is no longer used to request to rescind a resignation or to rescind a voluntary retirement ("rescind resignation"). Rather, all rescind resignation requests are processed and approved through Freenames, a module of JobAps, the State of Connecticut's online applicant tracking system.

In order to rescind resignation, an eligible former State of Connecticut employee must complete a Freenames, Rescind Resignation Application:

- Go to https://jobapscloud.com/ct
- Scroll to the "Application Template" section
- Click "Freenames"
- Scroll to the "Rescind of Resignation or Retirement" section

Refer to <u>General Letter 177</u> for all policy information concerning eligibility criteria, the privileges associated with a rescind resignation, and updated procedures.

<sup>\*</sup> When appropriate, the Department of Administrative Services, Statewide Human Resources Management (DAS, SHRM) uses the Form CT-HR-6 to communicate rescind resignation privileges to job classes not already identified via the eligible employee's Freenames, Rescind Resignation Application.