

Exam Title: Supervising Special Officer Series  
Promotion to Supervising Special Officer  
Promotion to Supervising Special Officer (HHC)  
Exam Numbers: 5512 and 5513

Dear Candidate:

If you can speak, read, or write a foreign language, you may be considered for appointment to positions requiring this ability through a process called **Selective Certification**. You are being sent this notice because you took the multiple-choice test for **Promotion to Supervising Special Officer, Exam No. 5512 and 5513 (HHC)**. If you qualify for Selective Certification, you may be given preferred consideration for positions requiring this ability. **If you wish to be considered for Selective Certification, put a check mark (Y) next to the corresponding language(s) listed below.** Put a check mark next to the corresponding language(s) only if you can speak, read, or write that language. Your response(s) will be considered for **Selective Certification** only and will not count toward your test score. This process will involve a test in the foreign language(s) you select.

**Please return this document to the address listed below no later than January 22, 2016.**

DCAS Bureau of Examinations – Exam Development – SSO  
1 Centre Street, 14<sup>th</sup> floor  
New York, New York 10007  
Attn: Selective Certification

|                             |       |                |       |                                      |       |
|-----------------------------|-------|----------------|-------|--------------------------------------|-------|
| Albanian                    | _____ | Greek          | _____ | Russian                              | _____ |
| Arabic                      | _____ | Haitian Creole | _____ | Sign Language<br>(American)          | _____ |
| Bengali                     | _____ | Hindi          | _____ | Spanish                              | _____ |
| Bosnian<br>(Serbo-Croatian) | _____ | Italian        | _____ | Tibetan                              | _____ |
| Chinese<br>(Cantonese)      | _____ | Korean         | _____ | Urdu                                 | _____ |
| Chinese<br>(Mandarin)       | _____ | Polish         | _____ | Vietnamese                           | _____ |
| French                      | _____ | Portuguese     | _____ | West African<br>Language (e.g. Igbo) | _____ |
|                             |       |                |       | Yiddish                              | _____ |

If you possess a motor vehicle driver license that is valid in the State of New York, you may be considered for promotion to positions requiring this license. **If you wish to be considered for Selective Certification, put a check mark (Y).**

Motor Vehicle Driver License\_\_\_\_\_

Sincerely,

DCAS Bureau of Examinations