

## **Checking Special Employment Rights (SERMND):**

- Log onto the State of Connecticut, Online Employment Center at <https://jobapscloud.com/ct>
- Select the '**My Applications**' link (*in the gray box at the top of the page*)
- Enter your JobAps **User ID** and **Password** and click **Retrieve Application** (*your personal status board will launch*)
- Scroll down to the header '**Submitted and Unfinished Applications**'
- Under the **Job Title/Bulletin Number** (1<sup>st</sup> column), locate any Job Number starting with SERMND (Special Employment Rights). The naming convention will be: SERMND-job class code-F
- Under the **Status/Disposition** (4<sup>th</sup> column), select the link titled **View ApprovedRights** where you can see the specific right you have to that job class title