

## 1.0 Applying for Promotional Opening

- 1.1 Eligibility - An employee wishing to be included among the candidates for a promotional position must fulfill the qualifications as listed in the position specification. If the skill requirements of the promotional position exceed those associated with the position currently held, the employee will need to pass skill tests at the stipulated level for the promotional position.
- 1.2 Procedure - The employee shall apply by completing an application.
- 1.3 Employment Status - When a regular employee is promoted to a regular position of higher classification, the individual's status will be conditional, unless permanent status with the District had not yet been achieved in which case the probationary period will continue.
  - 1.3.1 For a period of six (6) months, the person's work performance will be evaluated periodically. During this period, if the District determines that a permanent employee is unsuccessful in the new position, the individual shall be entitled to reinstatement in the former position even if this results in a layoff. If an employee has been promoted more than once, reinstatement shall be limited to the most recent previous position.

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(Formerly P-6124)

LRCCD

Adm. Regulation Adopted: 7/65  
Adm. Regulation Revised: 5/71; 10/29/75; 10/15/80; 10/20/82; 4/28/97  
Adm. Regulation Reviewed:  
Board Policy: [P-6134](#)