Hazlewood Legacy Checklist

As a Legacy (Veteran transfers unused hours to a qualifying dependent child 25 years old or younger), complete each step within this section. *Incomplete applications and skipping steps will delay or deny your benefits.*

Complete these steps after Registration is complete. The student has registered for all classes at Texas Tech University with no expected change.

1. **Complete the Hazlewood Initial Application** TVC-ED-1a, by logging onto the MVP Forms Portal at www.mvp.ttu.edu.
2. **Sections to Complete:** A, B, C and E of the Hazlewood application are complete.
3. **Digital Signatures Required:** The veteran and dependent must digitally sign the application in section E. Student will digitally sign Hazlewood Initial application. Then, student will give access to allow veteran to digitally sign Hazlewood initial application.
5. **My Responsibility:** I have reviewed all application instructions, Hazlewood overview, Legacy Policy and understand Policies set by TTU and TVC.
6. **Upload a Legible Official Copy of DD214:** DD214 showing place of entry as Texas or Home of record as Texas, 181 active days excluding training, with an honorable or under honorable conditions discharge. A member 1 and 4 together on one page is not acceptable.
7. **If service after 08/01/2009** – Attach VA eligibility Award or Denial letter of educational benefits proving the child is eligible or ineligible for Post 9/11 GI bill. To verify eligibility for the Veteran’s, or dependent’s federal education benefits. Certificates of eligibility may be obtained by completing an application on the Veterans Online Application (VONAPP) website at https://www.ebenefits.va.gov/ebenefits/vonapp. **This process takes 6 to 8 weeks. Start this process as soon as possible.** This item is required at the time of application.
8. **Proof of Dependency to Veteran:** I have attached child’s birth certificate listing veteran as parent, OR the most recent IRS Tax Transcript of veteran listing dependent child, OR court ordered document listing veteran as guardian of child.
9. **Veteran currently physically resides in Texas:** I have attached proof the veteran currently physically reside in Texas: UTILITY Or PHONE BILL with veterans name & address which is less than 30 days old, OR two other documents.
10. **Deceased Veteran:** Death certificate required.
11. **TVC Database – Veteran:** The Veteran has attached the Hazlewood Database verification page. Use this link https://hazlewood.tvc.texas.gov/students/ to create a username and password for yourself using your own information (your name and SSN#), log in, screen print the information being reported.
12. **TVC Database – Dependent Child:** The dependent has attached the Hazlewood Database verification page. Use this link https://hazlewood.tvc.texas.gov/students/ create a username and password for yourself using your own information (your name and SS#), log in, screen print the information being reported.
13. **Revocation Form:** **Additional dependent using Hazlewood Legacy?** Only one child can utilize Legacy within a semester. The Veteran must complete the Revocation form http://www.tvc.texas.gov/documents/Form%20TVC-ED-5-Revocation_of_Previously_Assigned_Texas_Hazlewood_Act_Exemption_Hours,%20June%202016.pdf.
14. **Verify your Hazlewood Legacy classification** via this link: http://www.depts.ttu.edu/afism/AFISMAApplicationsv2/Hazlewood/.
15. **Selective Service Registration:** A legal requirement for all male US citizens ages 18-25. Selective Service registration must be completed before Hazlewood may be received. https://www.sss.gov