The following information is a resource to guide you through the TTU Hazlewood application process.

TVC is responsible for the official policies, applications and advisory:  https://www.tvc.texas.gov/education/hazlewood-act/

There are three ways to use the Hazlewood exemption: 1. Texas Veteran, 2. Legacy and 3. Dependent and/or Spouse of a Texas Veteran who is rated by VA as totally and permanently disabled for purposes of employability, Missing-in-Action, Killed-in-action, or Death related to service.

1. Veteran - Hazlewood Act Eligibility Requirements (See TVC website for official rules, application and other documents).  (Receives up to 150 credit hours): A veteran who, at the time of active duty entry into the U.S. Armed Forces was a Texas resident, OR designated Texas as Home of Record on their dd214, OR place of entry on their dd214 shows Texas and served at least 181 days of active military duty (excluding all training) with honorable or under honorable conditions discharge, and you must not have federal veterans education benefits dedicated to the payment of tuition and fees only (such as Chapter 33 or 31); for term or semester enrolled that do not exceed the value of Hazlewood benefits.  You must currently physically reside in Texas during the time for which the exemption is claimed, not in default on a student loan made or guaranteed by the State of Texas (see application instructions) Enroll in classes for which the college receives tax support (i.e., a course that does not depend solely on student tuition and fees to cover its costs), unless the college's governing board has ruled to let veterans receive the benefit while taking non-funded courses.  Must be meeting SAP excessive hours and GPA requirements.

2. Legacy Program - (Veterans shares 150 hours with dependent.  Legacy hours are restricted to degree program hours.) Transfer Unused Hazlewood Hours to a dependent (See TVC website for official rules, application and other documents).  Veteran who meet the Hazlewood requirements and currently physically resides in Texas may transfer unused hours to a dependent child who meets requirements. Veteran’s spouse or child’s guardian, conservator, custodian, or other legally designated caretaker to re-assign unused hours to an eligible child through Legacy on behalf of a veteran who died prior to requesting the transfer. Important:  Only one person can utilize a veteran’s Hazlewood – Legacy at a time.  Dependent will receive the amount of Hazlewood hours equal their undergraduate degree plan. Upon graduation, remaining hours can be utilized for an additional degree.  Dependent must be the biological child, stepchild, or claimed as a dependent on the most recent IRS Tax Transcript AND Must be a Texas resident coded by the university admissions office AND 25 years old or younger, and Have no federal veteran's education benefits, or have federal veterans education benefits dedicated to the payment of tuition and fees only - Chapter 33/Post 9/11, for the term or semester enrolled that do not exceed the value of Hazlewood benefits, and Be degree seeking, and Not in default of student loans, (see application instructions and requirements) and Meeting SAP excessive hours and GPA requirements. Not eligible:  Student who are classified as Graduate Temporary – GTEMP or in a dual degree programs in excess hours.  Read the TTU MVP Policy Regarding Legacy Students Restricted hours - http://www.depts.ttu.edu/diversity/mvp/downloads/Legacy_Students_Policy.pdf

Veteran will be required to submit a revocation form to revoke benefits for one child and submit a complete application to begin an additional child for Hazlewood – https://www.tvc.texas.gov/wp-content/uploads/2016/10/Form-TVC-ED-5-Revocation_of_Previously_Assigned_Texas_Hazlewood_Act_Exemption_Hours-June-2016.pdf
3. **Children and Spouses of a Texas Veteran, who is totally and permanently disabled, missing in Action, Killed in action or died as a result of service.** *(Recipient receives up to 150 credit hours of their own)* *(See TVC website for official rules, application and other documents)*. Spouses and dependent children of eligible Active Duty, Reserve, and Texas National Guard who died in the line of duty or as a result of injury or illness directly related to military service, are missing in action, or who became totally disabled for purposes of employability as a result of a service-related injury or illness are entitled to each receive a 150 credit hours exemption, DD214 shows place of entry is Texas or Home of Record is Texas or proof veteran was a Texas resident at the time of entry or DD1300 with all required information. Have no federal veteran’s education benefits, or have federal veteran’s education benefits dedicated to the payment of tuition and fees only; such as: Chapter 33/Post 9/11, for the term or semester enrolled that do not exceed the value of Hazlewood benefits. Recipient must be admitted by the university admissions office as a Texas resident, not in default of student loans (see application instructions and requirements). Children and Spouses of Totally and permanently disabled veterans must meet SAP excessive hours and GPA requirements. Excluded from SAP excessive hours and GPA are Spouses and Dependents of Veteran’s service connected death, KIA and MIA.

**Hazlewood Award Amount:** Eligible veterans, their children and spouses may receive an exemption from the payment of all tuition, dues, fees, and other required charges, including fees for a undergraduate degree, a graduate degree or law degree “up to” 150 credit hours maximum Legacy Student have a restriction on available hours. All courses you register for must be on your degree plan or fulfill degree requirements. Awards may not be used to pay tuition and relevant fees for continuing education classes unless one of the following applies: (1) the college receives state tax support for the classes, or (2) the governing board has specifically approved this benefit.

**Hazlewood Exclusions:** There are many fees which Hazlewood cannot waive or exempt. An example of these fees are: student service fees, deposit fees, charges for books, application fee, orientation fee, IS 1100, PADR fees, Murdough Engineering fee, all enhanced and program fees, travel, lodging, board, or clothing and all other self-supporting fees for self-supporting courses or degree programs.

**Distance Education students** who are classified as non-resident are ineligible for Hazlewood as courses are considered self-supporting.

**Application Process, Billing & Deadline:** There are four semesters within an academic year in which a student can apply for the exemption. The semesters are Fall, Spring, First Summer, and Second Summer. Immediately following registration each semester, a student must submit the appropriate completed Hazlewood application and supporting documents to MVP. Incomplete application will be returned for completion. Due to the volume of applications, allow 30 business days processing. **Billing:** If the application is approved, the exemption is posted to the student’s account summary on Raiderlink (no later than 3 business days before tuition payments are due if you submit the application and documents within the appropriate 30 Business Day processing time frame). Although applications will be accepted until the last class day of the current semester, MVP strongly encourages students to submit all required certification documents immediately following registration.

**Study Abroad:** Hazlewood can be used for study abroad courses. The courses must be registered here at Texas Tech via Raiderlink as tuition and fees exempted by Hazlewood can be waived. Hazlewood will not cover the student services fee, deposits, study abroad fees, travel, meals, incidentals or any fees added to tuition for study abroad. It will not exempt exchange programs or affiliated programs. Study Abroad website: [https://ttu-sa.terradotta.com/](https://ttu-sa.terradotta.com/)
Hazlewood can be used with these program. **Be aware that Hazlewood will not cover all fees under some programs!**

**MBA for Professionals** [http://www.depts.ttu.edu/rawlsbusiness/graduate/mba/professional/]: Fees associated with the Working Professionals program consist of tuition as charged by the University, University fees, program, books and materials, and meals fees charged by the Rawls College of Business. Hazlewood cannot exempt fees designated by the Rawls College. Students, who are eligible for Hazlewood at 100% benefit, will receive about 14% of the tuition covered. The Rawls College of Business provides additional assistance to Hazlewood students. This assistance covers about 20% of tuition and fees. Exemptions may not cover entire program cost, and students are responsible for any remaining account balance.

**Online Master of Business Administration (MBA):** [http://www.depts.ttu.edu/rawlsbusiness/graduate/mba/online/]

We are currently covering the master's program fee for the ACCT, FIN and DATA degree in Hazelwood exemption. These charges are not for food, lodging, books, or supplies and are required of all graduate students within these programs, and because of this, they are covered by the exemption. If we offered a separate program that did not include this mandatory fee then more than likely they would not cover it (the master program fee) because then it would be an elective decision by the student to take the more expensive program (EMBA (Professional MBA). This is not the case with the online MBA program. Therefore, it sounds like this exemption will include the online MBA.

**Financial Aid Note:** The Hazlewood benefit will impact your financial aid award as Hazlewood is noted as a resource of funds. For information or questions regarding this information, contact Financial Aid West Hall Room 301, 806 742 3681.

**Satisfactory Academic Progress:** Texas Tech University SAP Policy [http://www.depts.ttu.edu/financialaid/satisfactoryAcademicProgress.php]. Veterans, Legacy, Spouses and dependents of a Texas Veteran who is rated by VA as totally and permanently disabled for purposes of employability must meet the SAP excessive hours and GPA. Excluded from SAP GPA are Spouses and Dependents of Veteran’s service connected death, KIA and MIA.

**DD214 Information:** Be sure you are submitting an official complete DD214. Permissible copies of DD214 are Member 4, Service 2, Veterans Administration 3, Dept. of Labor 5, State Dir. Of VA – 6, Service 7, and Service 8. If using prior service active duty time, the prior service DD214 with discharge is also required. A member 1 and 4 together on one page is not acceptable.

**IRS Tax Transcript:** Use this link to request a tax transcript [https://www.irs.gov/Individuals/Get-Transcript].

**Audit Note:** As a Hazlewood recipient you must be compliance with all benefit requirements. TTU MVP will perform an audit on records to ensure compliance standards. If during an audit it is found you are not meeting a requirement, Hazlewood will be removed from your account and you will be responsible for all account balances.

**Financial Responsibilities:** The Hazlewood Application and waiver does not excuse you from your financial responsibilities to the university. You are financially responsible for and required to make payment arrangements before the payment deadline each semester. You are financially responsible for any hours not certified. You are financially responsible for all late charges. You are financially responsible for all fees which are excluded from the Hazlewood Exemption.

**Hazlewood Checklists:** [http://www.depts.ttu.edu/diversity/mvp/hazlewood/hazlewood.php] Review checklist to determine what documents are required.