

Hazlewood Exemption Overview
Texas Tech University Military & Veterans Programs
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Texas Veterans Commission: <https://www.tvc.texas.gov/education/hazlewood-act/>

Hazlewood Benefit Types: 1. Veteran 2. Legacy and 3. Spouse and or Dependent child

1. Veteran must:

At the time of entry into active duty the U.S. Armed Forces,

- designated Texas as Home of Record;
- or entered the service in Texas;
- or was a Texas resident;
- Have received an honorable discharge or separation or a general discharge under honorable conditions as indicated on the Veteran's Certificate of Release or Discharge from Active Duty (DD Form 214);
- Served at least 181 days of active duty service (excluding training);
- Currently reside in Texas (or on active duty orders);
- Have no federal Veteran's education benefits, or have no 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;
- Not be in default on a student loan made or guaranteed by the State of Texas;
- 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 cost), unless the college's governing board has ruled to let Veterans receive the benefit while taking non-funded courses; and
- Meet the GPA requirement of the institution's satisfactory academic progress policy in a degree or certificate program as determined by the institution's financial aid policy and, as an undergraduate student, not be considered to have attempted an excessive amount of credit hours.
- Student must submit the correct complete application with all required supporting documentation to MVP via MVP Forms no later than the last day of class (not last day of semester) of a term in order to be evaluated for that semester or term.

2. Legacy Act (Child transfer of benefit – Shared hours)

An eligible Veteran may assign or transfers unused hours of exemption eligibility to a child under certain conditions.

- First, the eligible veteran must meet all requirements under veteran rules, **AND**
- **The child (legacy recipient) must:**
- Be classified by the institution as a Texas resident;
- Be the biological child, stepchild, adopted child, or claimed as a dependent in the current or previous tax year;
- Be 25 years old or younger on the first day of the semester or term for which the exemption is claimed (unless granted an extension due to a qualifying illness or debilitating condition); and
- Meet the GPA requirement of the institution's satisfactory academic progress policy in a degree or certificate program as determined by the institution's financial aid policy and, as an undergraduate student, not be considered to have attempted an excessive amount of credit hours.
- Student must submit the correct and complete application with all required supporting documentation to MVP via MVP Forms no later than the last day of class (not last day of semester) of a term in order to be evaluated for that semester or term.

Legacy Policy: http://www.depts.ttu.edu/diversity/mvp/downloads/Legacy_Students_Policy.pdf

Legacy recipients are restricted on available Hazlewood hours. Transfer hours which apply toward the degree are counted towards this restriction. **Example:** New TTU student, Degree requires 120 hours, 50 transfer hours count towards degree, student is eligible for 70 Hazlewood Legacy Hours.

Legacy Revocation Form: This form is used to revoke Legacy benefits from one child and transfer benefits to an additional child. Veteran is required to submit a revocation and submit a complete initial 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. Spouse / Dependent (Permanently Disabled, KIA, MIA Receives up to 150 credit hours not shared)

Spouse 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 and permanently 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.

A spouse must:

- Be a spouse of a Veteran who, at the time of entry into the U.S. Armed Forces,
 - be classified by the institution as a Texas resident,
 - designated Texas as Home of Record,
 - or entered the service in Texas;
- Be a spouse of a Veteran of the U.S. Armed Forces or the Texas National Guard who died as a result of service-related injuries or illness, is missing in action, or became totally disabled (100%) as a result of service-related injury or illness or is entitled to receive compensation at the 100% rate due to individual unemployability (IU) due to a permanent service connected injury or illness;
- Have no federal Veterans education benefits, or have no 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;
- Be classified by the institution as a Texas resident; and
- Meet the GPA requirement of the institution's satisfactory academic progress policy in a degree or certificate program as determined by the institution's financial aid policy and, as an undergraduate student, not be considered to have attempted an excessive amount of credit hours. This requirement does not apply to the spouse of a MIA, KIA, or service connected deceased Veteran.
- Student must submit the correct complete application with all required supporting documentation to MVP via MVP Forms no later than the last day of class (not last day of semester) of a term in order to be evaluated for that semester or term.

A child must (not legacy):

- Be a child of a Veteran who, at the time of entry into the U.S. Armed Forces,
 - be classified by the institution as a Texas resident,
 - designated Texas as Home of Record,
 - or entered the service in Texas;
- Be a child of a Veteran of the U.S. Armed Forces, Texas National Guard, or Texas Air National Guard who died as a result of service-related injuries or illness, is missing in action, or became totally disabled (100%) as a result of a service-related injury or illness or is entitled to receive compensation at the 100% rate due to individual unemployability (IU) due to a permanent service connected injury or illness;
- Have no federal Veterans education benefits, or have no 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;
- Be classified by the institution as a Texas resident; and
- Meet the GPA requirement of the institution's satisfactory academic progress policy in a degree or certificate program as determined by the institution's financial aid policy and, as an undergraduate student, not be considered to have attempted an excessive amount of credit hours. This requirement does not apply to the child of a MIA, KIA, or service connected deceased Veteran.
- Excluded from SAP excessive hours and GPA are Spouse and Dependents of Veteran's service connected death, KIA and MIA.
- Student must submit the correct complete application with all required supporting documentation to MVP via MVP Forms no later than the last day of class (not last day of semester) of a term in order to be evaluated for that semester or term.

Application Process: A student will submit the appropriate complete Hazlewood application with supporting documents to MVP via MVP forms immediately following registration and prior to the last day of class each semester. Allow 30 business days processing time. Submitting an incorrect and/or incomplete application, incorrect information, not submitting required documentation, and skipping steps will result in not receiving your benefit.

Award Amount: Based on Hazlewood benefit type, the eligible veteran, Legacy child, child & spouse may receive an exemption from the payment of all tuition, dues, most fees, and other required charges, including fees for a undergraduate degree, a graduate degree or law degree. All courses must be on your degree plan. 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.

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

Bill: Once the Hazlewood application has been processed and approved by MVP, SBS and Financial, 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). See Financial Responsibility.

Currently Physically Reside in Texas: Veteran must currently physically reside in Texas to qualify for Hazlewood. This statute remains in effect for initial and continued Hazlewood applications of Veteran students and Legacy students. Active Duty orders will be the only substitute for this statute.

DD214 Information: Upload a permissible DD214. By law, the applicant is required to submit a legible 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. **NOTE:** If prior service active duty time is used to document 181 active duty days, the prior active duty service DD214 noting Home of Record as Texas and or Place of Entry as Texas with acceptable discharge is also required. Applications with redacted, altered and/or damaged DD214 will be returned for correction. A member 1 and 4 together on one page is not acceptable. If you do not have a permissible DD214: Create an Ebenefits <https://www.ebenefits.va.gov/ebenefits/homepage> account and request a DD214. Another option is to order a copy from the National Archives <https://www.archives.gov/veterans/military-service-records>

Deadline: A correct and complete Hazlewood application, required supporting documentation and information is required each semester. Student will submit the application via MVP Forms each semester by the deadline of the last day of class (not last day of semester) each semester. Refer to the TTU academic calendar for dates.

Distant Education: Student coded as non-resident of Texas is ineligible for Hazlewood as courses are considered not formula funded. **Refer to Sec. 54.2002. EXEMPTIONS AND WAIVERS FOR STATE-FUNDED COURSES ONLY. Notwithstanding any other law, a mandatory or discretionary exemption or waiver from the payment of tuition or other fees under this subchapter or another provision of this code applies only to courses for which an institution of higher education receives formula funding.**

Employee Tuition Assistance: Texas Tech Employees are eligible for ETA. Hazlewood does negatively affect ETA. Student Business Services is required to post state exemptions prior to the posting of any local exemptions. Contact SBS for clarification. <http://www.depts.ttu.edu/studentbusinessservices/>

Exclusions: There are many fees Hazlewood cannot 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 non-formula funded fees.

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.

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.

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

Legacy Policy: Restricted hours - http://www.depts.ttu.edu/diversity/mvp/downloads/Legacy_Students_Policy.pdf

Online Student: Veteran student coded as non-resident of Texas is ineligible for Hazlewood as courses are considered self-supporting.

Rawls College of Business MBA for Professionals and Online Master of Business Administration (MBA)

Hazlewood can be used for these programs, and **may not cover the entire program cost**. Therefore, students are responsible for remaining account balance.

- **MBA for Professionals:** <http://www.depts.ttu.edu/rawlsbusiness/graduate/mba/professional/> Hazelwood 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. Fees associated with the Working Professionals program consist of tuition as charged by the University, University fees, program costs, books and materials, and meals fees charged by the Rawls College of Business.
- **Online Master of Business Administration (MBA):** <http://www.depts.ttu.edu/rawlsbusiness/graduate/mba/online/> If coded as a Texas Resident, TTU is 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.

Residency: Student utilizing Legacy or Child and Spouse of 100% Disabled, KIA, MIA must be coded as a resident at the time of admission to TTU. **Veteran** transferring Hazlewood benefit under Legacy must currently physically reside in Texas. Veteran student utilizing Hazlewood must be currently physically residing in Texas.

Revocation Form: This form is used to revoke Legacy benefits from one child and transfer benefits to an additional child. Veteran is required to submit a revocation and submit a complete initial 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

Satisfactory Academic Progress: <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.

Study Abroad: Hazlewood can be used for study abroad. The courses must be registered here at Texas Tech via Raiderlink, billed to TTU so that the exemption can be applied to the student's account. Exemptions cannot cover the student services fee, deposits, study abroad fees, travel, meals, incidentals or any fees added to tuition for study abroad. Hazlewood cannot exempt charges for exchange programs or affiliated programs. Study Abroad website: <https://ttu-sa.terradotta.com/>

Terms: There are three terms/semesters within an academic year in which a student can apply for an exemption. The semesters are Fall, Spring, and Summer. A separate application is required after registration is completed each term.

Texas Administrative Code: [https://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=5&ti=40&pt=15&ch=461&sch=A&rl=Y](https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=40&pt=15&ch=461&sch=A&rl=Y)

Texas Veterans Commission: <https://www.tvc.texas.gov/education/hazlewood-act/>

TVC Database: The veteran, Legacy and Dependent /Spouse must register via the TVC database to view used hours. The information reported is by fiscal year. **Example:** Fall 2019 academic year is reported as Fall 2020.

Veteran Affairs: <https://www.va.gov/>

YOUTUBE Instructional Videos https://www.youtube.com/channel/UC40Ju4SjdmfX_coNc-GtpVA