



TEXAS TECH UNIVERSITY  
Student Business Services

Box 41099  
Lubbock, Texas 79409-1099  
(806) 742-3272

**Certification of Military Personnel and Dependents**  
**Who Enroll at Texas Tech**  
Texas Education Code 54.058 (b): "To be entitled to pay resident tuition, military personnel shall submit at the time of each enrollment a statement from their Commanding Officer or Personnel Officer certifying that they are then assigned to duty in Texas"

1. Full Legal Name: {Mr.} {Ms.} {Mrs.}

\_\_\_\_\_  
Last name                                      First name                                      Middle name                                      Student ID Number

2. Local Address

\_\_\_\_\_  
Number and Street                                      City                                      State                                      Zip code

3. This is to certify that: (indicate)

[ I AM ] [ I am a DEPENDENT \_\_\_\_\_ of ]  
relationship

\_\_\_\_\_  
Name                                      Rank                                      Service number                                      Branch of Service

\_\_\_\_\_  
Current duty assignment and station mailing address

\_\_\_\_\_  
Date assigned                                      Order Number                                      Issuing Authority of Orders

LEGAL RESIDENCE as shown on Official military records is: City: \_\_\_\_\_ State: \_\_\_\_\_  
**IF YOUR LEGAL RESIDENCE IS TEXAS PLEASE COMPLETE THE OTHER SIDE OF THIS FORM**

4. I certify that if any of the above information changes, I will notify the Office of Student Business Services at Texas Tech University within ten (10) days. I further certify that the above information is true and correct and understand that falsification of any of the above information will void my enrollment at Texas Tech and subject me to the tuition penalties which are provided by the laws of the state of Texas.

MILITARY MEMBER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

*if applicable,*  
DEPENDENT STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**CERTIFICATION BY UNIT COMMANDER OR PERSONNEL OFFICER:**

The information provided above is the same as recorded in the member's military personnel record.

SIGNED: \_\_\_\_\_

Rank: \_\_\_\_\_ Date: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Unit: \_\_\_\_\_

unit seal

Indicate Term: \_\_\_\_ Fall      \_\_\_\_ Spring      \_\_\_\_ First Summer      \_\_\_\_ Second Summer      Year \_\_\_\_\_

**THE FOLLOWING INFORMATION MUST BE COMPLETED IF YOUR LEGAL RESIDENCE IS TEXAS**

3. a. When did you enter the service? \_\_\_\_\_
- b. What was your home of record on original entry into the service? City: \_\_\_\_\_ State: \_\_\_\_\_
- c. What state do you designate as your legal residence for income tax purposes? State: \_\_\_\_\_
- d. If the answers to 3. c. is different from the original home record listed in 3. b., when did you file a form DD2058, State of Legal Residence Certificate, with the military claiming Texas as you state of legal residence/domicile? Month: \_\_\_\_\_ Year: \_\_\_\_\_
- e. Please list any duty assignments in Texas and dates stationed at each:  
Duty station: \_\_\_\_\_ Month Year      Month Year
- |       |             |           |
|-------|-------------|-----------|
| _____ | From: _____ | To: _____ |
| _____ | From: _____ | To: _____ |
| _____ | From: _____ | To: _____ |
| _____ | From: _____ | To: _____ |
| _____ | From: _____ | To: _____ |

**Ensure required signatures are completed on the front of this form and attach a copy of your monthly Leave and Earnings Statement (LES) which is at least ONE YEAR OLD.**