

INITIAL HAZLEWOOD: LEGACY

01 ELIGIBILITY

Texas Resident

Students can contact the proper Admissions Office for assistance as needed (Undergraduate or Graduate).

Accurate Social Security Number

Students can contact the Registrar's Office for assistance as needed.

02 APPLICATION

Students must complete the INITIAL HAZLEWOOD APPLICATION in the MVP Forms Portal.

Access through Raiderlink

- MyTech > Registration and Financials Box > Student Business Services > MVP Forms

NOTES

*Even if a student has used Hazlewood at another institution, an initial Hazlewood application is required if those benefits have not been used at Texas Tech.

*LEGACY – means the Veteran is transferring Hazlewood hours to the child.

*Students should monitor their application weekly until its status is listed as "Complete."

03

Log in using your Raiderlink username & password.

04*

Select "Hazlewood Initial Exemption Application" if this is your first time to apply at TTU.

05

Select the term you are enrolled in.

06*

Choose which Hazlewood type you are using.

07

Enter the Veteran's corresponding DD214 information.

08

Sign & submit the application.

09

Go back to the MVP Forms portal Student Dashboard home page.

10

Click on the "My Applications" tab & upload the required documents under "Not Submitted".

11*

Once all required documentation is uploaded, the status will show "Submitted".

NEEDED DOCUMENTATION

Every semester, it is the student's responsibility to ensure that a Hazlewood application is submitted and all required documents are uploaded to the application.

The deadline to submit the Hazlewood Exemption is the last day of classes (not the last day of the semester), as noted on the TTU Academic Calendar.

LEGACY: THE CHILD (STUDENT) IS RECEIVING HOURS FROM THE VETERAN

DD214

- By law, the applicant is required to submit a legible and complete DD214. Permissible copies of the DD214 include the Member 4 or Service 2 versions that indicate the Home of Record or Place of Entry as Texas, and show that the Veteran received an Honorable or General (under honorable) Conditions discharge.
- If you do not have a permissible DD214, create an account through VA.gov to request a DD214 or obtain a Service Verification Letter. Another option is to order a copy of your DD214 from the National Archives.
- If the DD214 lists the Veteran's DoD ID number instead of the Veteran's Social Security Number (SSN), your application must include a copy of the Veteran's Social Security card as an alternative form of verification.

PROOF OF DEPENDENCY TO THE VETERAN

- The child's birth certificate listing the Veteran as a parent.
- Legal court documents or adoption papers showing the Veteran is the child's legal guardian.
- If the student is a stepchild, attach a copy of the marriage license connecting the Veteran with the parent listed on the child's birth certificate.
- The Veteran's most recent IRS Tax Transcript listing the student as a dependent.
- If the Veteran and spouse are in a common-law marriage, per Family Code Chapter 2: The Marriage Relationship, a Declaration of Informal Marriage must be signed on a form prescribed by the Bureau of Vital Statistics and provided by the county clerk.

INITIAL HAZLEWOOD: DISABILITY/SPOUSE CHECKLIST & GUIDE CONTINUED

NEEDED DOCUMENTATION CONTINUED

PROOF OF VETERAN'S TX RESIDENCY

- Provide ONE of the following (less than 45 days old) listing the Veteran's name and address: utility bill (gas, water, or electric) or phone bill.
- If you do not have one of the documents listed above, provide TWO of the following (each less than 30 days old) showing the Veteran's name and address: Texas voter registration card, Texas ID or driver's license, current insurance policy, current bank statement, mortgage statement, Tax document, and/or Pay stub.
- All documents will be reviewed for approval.

IF VETERAN SERVED AFTER 08/01/09

Attach a Certificate of Eligibility (CoE) letter for Chapter 33: Post-9/11 GI Bill®, or a Chapter 33 denial letter issued by the VA. The denial letter must be issued in the student's name unless the Veteran has already used all 36 months of benefits.

- Certificates of Eligibility may be obtained by completing an application on the Veterans Online Application (VONAPP) website at <https://www.va.gov/>.
- This process takes 6–8 weeks, so please start as soon as possible.

Important: Students must exhaust all 100% Post-9/11 GI Bill® benefits before Hazlewood can be utilized.

- Chapter 33 benefits, the denial letter must be in the student's name.
- Chapter 35, the CoE can serve as a denial letter.

Additional Notes:

- If the Veteran served before September 11, 2001, no denial letter is required.
- Legacy recipients whose Veteran parent separated between September 10, 2001, and August 1, 2009, do not need to submit a VA CoE if the type of discharge is listed as "Discharge or Retirement." This includes medically retired, temporary, or permanent discharges.
- If you are using Chapter 33 benefits alongside Hazlewood, please provide a CoE dated within 6 months of the start of the semester. The percentage listed on the CoE must be under 100%.

DD1300 FOR KIA, MIA, OR SERVICE- RELATED DEATH

ONLY IF APPLICABLE: If another child has previously utilized the Hazlewood Legacy benefit before the student applying, a Revocation Form will be required. Only one child may use the Hazlewood Legacy exemption during the same semester. The Revocation Form must be notarized before it can be accepted. You may visit our office, and one of our Certifying Officials can notarize the form for you.

DECEASED VETERAN

Attach a copy of the Veteran's death certificate in place of the utility bill. In this case, the other parent or guardian may sign all required forms.

QUESTIONS?

Contact Student Business Services at one of the following:



Office
Student Financial Center,
West Hall Room 301

Hours
9:00 am – 4:00 pm,
Monday–Friday



Phone
(806) 742-3272
toll free (866) 774-9477



Chatbot
[Go.ttu.edu/sbshelp](https://go.ttu.edu/sbshelp)



Website
[Go.ttu.edu/sbshelp](https://go.ttu.edu/sbshelp)

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sbs@ttu.edu