

**Hazlewood Exemption Application Packet for  
Veterans who have Never Used the Exemption**

Form HE-V and Instructions

## Hazlewood Exemption Application for Veterans who have Never Used the Exemption

### Eligibility Requirements and Documentation

In order to qualify for a tuition and partial fee exemption through the Texas Education Code 54.203 (known as the Hazlewood Act), a person must meet all program requirements.

The following is a list of program requirements and how they are documented.

<b>Eligibility Requirement</b>	<b>Application Questions</b>	<b>Documentation</b>
Resident at the time you use the exemption	N/A	The Hazlewood administrator at your school will check your current residency classification.
Have an honorable discharge or separation from service or general discharge/separation under honorable conditions	N/A	DD214 shows character of service. The Hazlewood administrator will review this document.
Served during a relevant time in history and/or for at least 181 days (See list of Eligible Periods of Service, below)	N/A	DD214 shows dates of service and days of active duty. The Hazlewood administrator will review this document.
Not in default on a student loan made or guaranteed by the state or federal government	Question 4	Institution verification through national and state loan clearinghouses
Available federal veterans education benefits cannot exceed the potential value of the Hazlewood exemption (tuition and fees less property deposit and student service fees). If you have served additional active duty since your discharge, your Muskogee letter must be current (no more than 3 months old),	Questions 5 and 6	Benefit letter from VA Education Center in Muskogee, Oklahoma, 1-888-GI-Bill-1 or 1-888-442-4551 or <a href="http://www.gibill.va.gov">www.gibill.va.gov</a> .
Was a resident of Texas when you entered the service.	Question 7 and Application Parts B-E	Parts B-E of the Application collect data that your institution will evaluate to determine whether you meet this requirement.

## **Eligible Periods of Service**

Texas Education Code 54.203 indicates the following individuals may be eligible for an exemption through the Hazlewood Act:

(A) nurses and honorably discharged members of the armed forces of the United States who served during the Spanish-American War or during World War I;

(B) nurses, members of the Women's Army Auxiliary Corps, members of the Women's Auxiliary Volunteer Emergency Service, and honorably discharged members of the armed forces of the United States who served during World War II except those who were discharged from service because they were over the age of 38 or because of a personal request on the part of the person that he be discharged from service;

(C) honorably discharged men and women of the armed forces of the United States who served during the Korean War which began on June 27, 1950, and ended on July 27, 1953; and

(D) all persons who:

(i) were honorably discharged from the armed forces of the United States after serving on active military duty for at least 181 days, excluding training; and

(ii) who served a portion of their active duty during:

(I) the Cold War which began on June 27, 1950;

(II) the Vietnam era which began on December 21, 1961, and ended on May 7, 1975;

(III) the Grenada and Lebanon era which began on August 24, 1982, and ended on July 31, 1984;

(IV) the Panama era which began on December 20, 1989, and ended on January 21, 1990;

(V) the Persian Gulf War which began on August 2, 1990, and ended on March 3, 1991;

(VI) the National Emergency by Reason of Certain Terrorist Attacks, which began on September 11, 2001; and

(VII) any future national emergency declared in accordance with federal law.

## Instructions for Completing the Application.

- A1-A3 Self-explanatory
- A4 Persons who are in default on a loan made or guaranteed by the federal government or State of Texas may not use the exemption. If you answer “yes” to this question, you cannot use the exemption. Your institution will verify your response to this question.
- A5 To use the exemption, your federal veterans’ education benefits cannot exceed the potential value of your Hazlewood exemption (tuition and fees other than property deposit and student service fees). To prove you meet this requirement you must provide your institution a copy of a letter from the VA Education Center in Muskogee, Oklahoma, indicating your current status with regard to federal veterans’ education benefits. Their phone number is 1-888-442-4551.
- A6 If you have served any active duty since your discharge, you may be eligible for additional federal benefits. Therefore, we ask that you provide your institution a veteran’s benefits letter that is dated no more than 3 months prior to the start of the term in which you wish to use the exemption.
- A7 For persons to qualify for the exemption they must have been residents of Texas at the time they entered the service. If you do not meet this requirement, you are not eligible for the exemption.
- Part B A veteran was a Texas resident for higher education purposes if he or she graduated from a Texas high school or received a GED in Texas having lived in the state for the 36 months leading up to graduation or the receipt of a GED and he or she also lived in Texas the 12 months prior to enlistment. The 12 month period may overlap the 36-month period leading up to graduation or receipt of GED.
- Part C Residency of a minor or dependent who did not meet the requirements outlined in Part B is based on the residency of the parent or legal guardian who claimed him/her as a dependent for federal income tax purposes. Residency of an independent, self-supporting person is based on his/her own circumstances. Answers to C impact which parts of the application will need to be completed to determine your residency classification when you entered the service.
- D1-D3 These questions should only be answered by individuals who do not meet the requirements outlined in Part B and who were independent, self-supporting when they entered the service and who filed their own federal income tax at that time as an independent tax payer.
- E1-E7 These questions should only be answered by individuals who do not meet the requirements outlined in Part B and were claimed as dependents by a parent or legal guardian at the time they entered the service.

- Part F This section is provided for you to add comments if you believe there is additional information the school should have to determine your residency at the time you entered the service.
- Part G This section must be read and signed by all individuals applying for an exemption.

### **Documents to Submit.**

To apply for an Exemption, you must submit the following documents to your institution:

1. **The Hazlewood Exemption Application for Veterans who have Never Used the Exemption (HE-V)**
2. **DD214** – for use in verifying your place of entry, character of service, length of service, and dates of service. Make sure the copy you provide your institution includes all this information.

The easiest way to acquire both of these documents is to contact the VA regional office in Waco or Houston, whose addresses are:

Houston Regional Office  
6900 Almeda Road  
Houston, TX 77030-4200  
1-800-827-1000  
713-383-5340

Waco Regional Office  
One Veteran Plaza  
701 Clay Avenue  
Waco, TX 76799  
1-800-827-1000  
254-299-9774

3. **Benefits letter from Muskogee, Oklahoma** – to verify that you have used up your federal veterans education benefits.

Obtain a benefits letter from VA Education Center in Muskogee, Oklahoma.  
1-888-GI-Bill-1 or 1-888-442-4551 or [www.gibill.va.gov](http://www.gibill.va.gov)

## Hazlewood Exemption Application for Veterans who have Never Used the Exemption

Each veteran wishing to receive his/her first exemption through the Hazlewood Act (Texas Education Code 54.203) must complete and sign the following application and provide his/her institution documentation of eligibility as indicated in this application packet.

### Part A. Basic Eligibility Data

1. Name: \_\_\_\_\_ 2. Social Security Number: \_\_\_\_\_  
last, first, middle initial
3. Term for which you are applying for the exemption: \_\_\_\_\_/  
(fall/spring or summer) / year
4. Are you currently in default on an education loan made or guaranteed by the state of Texas or federal government?  yes  no NOTE: Your answer will be verified by your institution.
5. Are you currently eligible to receive veteran benefits under Title 38, United States Code, Chapters 30, 32, 35 or Title 10, United States Code, Chapters 1606 or 1607?  yes  no
6. Have you served any active duty since your discharge from the service?  yes  no  
If yes, your VA benefits letter must be current (dated no more than 3 months ago).
7. When you entered the service,  
Were you a Texas resident?  yes  no

If you answered "no", you are not eligible for the Hazlewood Exemption.

### Part B. High School Graduation or Receipt of GED

1. Did you graduate from a TX high school or received a GED in TEXAS having lived in the state the 36 months leading up to graduation or receipt of the GED?  yes  no
2. Did you live in Texas the 12 months prior to enlistment? (The year prior to enlistment may include time enrolled in high school or completing the GED.)  yes  no

If you checked "yes" to BOTH questions, skip to Part G.

### Part C Dependency Information at the Time you Entered the Service

At the time you entered the service, which of the following circumstances applied to you?

- a. You filed your own federal income tax as an independent tax payer.  
 b. You were claimed as a dependent by a parent or court-appointed legal guardian.  
 c. If you did not check "a" or "b" above, who provided the majority of your support?  self  parent or guardian  other\*: \_\_\_\_\_

\*Explanation for "other" person providing you support:

if you checked "a" or "self" under "c", continue to **Part D**.

If you checked "b" or "parent or guardian under "c", skip Part D and go to **Part E**.

If you checked "other", give explanation above, skip Part D and answer **Part E** for the individual who provided you support.

**Part D. For those who filed their own income tax (checked "a" to question C, above).**

1. Were you living in Texas when you entered the service? Yes\_\_\_ No \_\_\_
2. If you WERE living in Texas when you entered the service,
  - a. how long had you been living in Texas at that time? \_\_\_\_\_ Yrs & \_\_\_\_\_ Mos
  - b. what was your main reason for being in Texas? (If "other" give explanation.)  
[ ] Born & Raised Here [ ] Go to College [ ] Accept a Job [ ] Military Assignment [ ] Other
  - c. if you were here for military assignment, what was your home of record? \_\_\_\_\_
3. If you were not living in Texas when you entered the service, but still believe you were a Texas resident at that time,
  - a. How long had you lived outside of TX when you entered the service? \_\_\_\_\_ Yrs & \_\_\_\_\_ Mos
  - b. What was your reason for being out of state when you entered the service? (If "other", explain.)  
[ ] Go to College [ ] Accept a Job [ ] Military Assignment [ ] Other

Now skip Part E and Go to Part F.

**Part E. Questions for Students Claimed by a Parent or Court-Appointed Legal Guardian when They Entered the Service. All students who answered "Parent" or "Legal Guardian" or "other" in Part C) must complete this section.**

**Your answers should reflect the situation as it existed when you entered the service.**

1. Name of person who claimed you as a dependent: \_\_\_\_\_
2. Relationship to you: [ ] parent [ ] legal guardian [ ] other \_\_\_\_\_
3. Was your parent or legal guardian a U.S. Citizen or Permanent Resident? Yes\_\_\_ No \_\_\_
  - a. If no, which of the following categories did he/she meet at that time?
    - i. [ ] Applicant for Permanent Resident Status.
    - ii. [ ] Foreign National with a visa to live in the United States.  
If you checked this box, what type of visa is it? Visa type: \_\_\_\_\_
    - iii. [ ] Foreign National without a visa.
4. Did the parent or legal guardian live in Texas when you entered? Yes\_\_\_ No \_\_\_
5. If he/she was living in Texas when you entered the service,
  - a. how long had he/she been living in Texas at that time? \_\_\_\_\_ Yrs & \_\_\_\_\_ Mos
  - b. what was his/her reason for being in Texas? (If "other" give explanation.)  
[ ] Born & Raised Here [ ] Go to College [ ] Accept a Job [ ] Military Assignment [ ] Other

- c. If Military Assignment, what was his/her Home of Record? \_\_\_\_\_
6. If he/she was not living in Texas when you entered the service
- How long had he/she lived outside of TX when you entered ? \_\_\_\_\_ Yrs & \_\_\_\_\_ Mos
  - What was his/her reason for being out of state when you entered? (If "other", explain.)  
 Go to College    Accept a Job    Military Assignment    Other
  - If Military Assignment, what was his/her Home of Record? \_\_\_\_\_
7. In which of the following categories did your parent or legal guardian fall?
- United States Citizen or Permanent Resident.
  - Applicant for Permanent Resident Status.
  - Foreign National with a visa to live in the United States. If you checked this box, what type of visa is it? Visa type: \_\_\_\_\_
  - Foreign National without a visa.

**Part F. Comments.** Is there additional information you believe your school should have in order to assess your residency at the time you entered the service?

**PART G. Certification and Consent**

My name is \_\_\_\_\_ and I am applying for an exemption from payment of tuition and certain fees under Texas Education Code, Section 54.203 (The Hazlewood Act). I understand that I may be entitled, under the law, to this exemption for up for 150 credit hours total at Texas public institutions of higher education. For the purpose of accounting for the total number of hours for which I receive this exemption, I am granting permission to any institution in which I have enrolled or will enroll to release current semester and historic credit hour information to the Texas Higher Education Coordinating Board ("Board") and am granting permission for the Board to share such data with any institution that I might attend. I hereby certify the information I have provided is true and correct. I understand that if I fail to provide accurate information, I may be required to reimburse the institution and penalties may be imposed.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**For Institution Use Only**

Approved (initials): _____		Acceptable discharge? <input type="checkbox"/> yes <input type="checkbox"/> no	Resident now? <input type="checkbox"/> yes <input type="checkbox"/> no
Term VA benefit amnt: \$ _____		Period of svce OK? <input type="checkbox"/> yes <input type="checkbox"/> no	In default? <input type="checkbox"/> yes <input type="checkbox"/> no
Place of entry TX? <input type="checkbox"/> yes <input type="checkbox"/> no	US citizen <input type="checkbox"/> yes <input type="checkbox"/> no	Vet Entry Residency Form supports residency? <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> n/a	Muskogee ltr on file? <input type="checkbox"/> yes <input type="checkbox"/> no