

**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.

Eligibility Requirement	Application Questions	Documentation
Resident at the time you use the exemption		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		DD214 shows character of service
Served during a relevant time in history and/or for at least 181 days (See list of Eligible Periods of Service, below)		DD214 shows dates of service and days of active duty
Not in default on a loan made or guaranteed by the state or federal government	Question 4	Institution verification through national and state loan clearinghouses
Have used all available federal veterans education benefits. 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 www.gibill.va.gov .
Entered the service in the state of Texas or were a resident of Texas when you entered the service in another state.	Question 7	Parts B-E of the Application collect data that your institution will evaluate to determine whether you meet this requirement.
Was a citizen of the United States at the time of entry.		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, you must have first used up your federal veterans’ education benefits. If you still have federal veterans’ education benefits available, you must use them first before you may use the exemption. 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 You must have been a citizen of the United States in order to qualify for this exemption. If you do not meet this requirement, you are not eligible for the exemption. There is no need for you to complete the application process.
- A8 For someone to qualify for the exemption they must have had Texas as their Place of Entry into the military or must have been a resident of Texas at the time they entered the service.
- ◆ If you can answer “yes” to 8(a), you meet this requirement and may skip all of Parts B-E, and simply go to Part F to sign and certify the correctness of the information you have provided.
 - ◆ If you answer “no” to 8(a), but “yes” to 8(b), you may qualify for the exemption, but you must complete the rest of the application in order to support your claim to residency, although your place of Entry was not Texas.
 - ◆ If you answer “no” to both 8(a) and 8(b), you are not eligible for the exemption. There is no need for you to complete the application process.
- Part B Residency of a minor or dependent is based upon 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 B1 impact which parts of the application will need to be completed to determine your residence when you entered.
- C1-C3 These questions should only be answered by individuals 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.
- D1-D7 These questions should only be answered by individuals who were claimed as dependents by a parent or legal guardian at the time he/she entered the service.

Part E 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 F 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:

3. **The Hazlewood Exemption Application for Veterans who have Never Used the Exemption (HE-V)**
4. **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

5. **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