



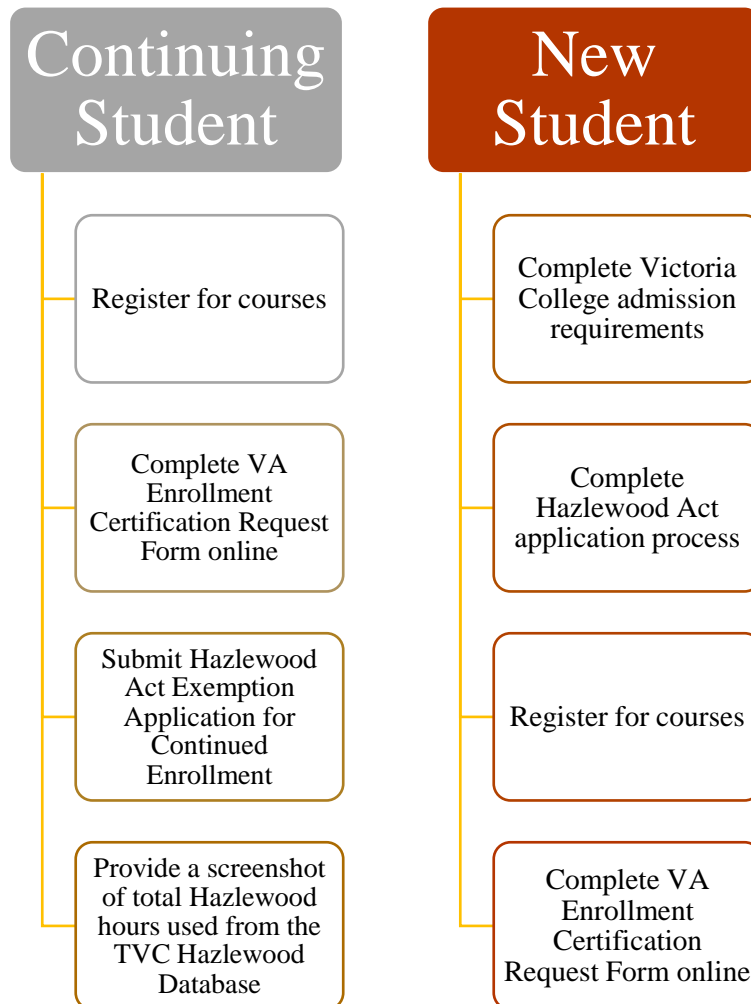
VICTORIA COLLEGE

TEXAS HAZLEWOOD ACT ELIGIBILITY CRITERIA & POLICIES

The Hazlewood Act is a State of Texas benefit that provides qualified Veterans, spouses, and dependent children with an education benefit of up to 150 hours of tuition exemption, including most fee charges, at public institutions of higher education in Texas. This does not include living expenses, books, or supply fees.

The below flow chart provides a snapshot of the steps that new and continuing Hazlewood recipients must follow in order to utilize their benefit at Victoria College. This document will provide detailed information regarding all aspects outlined in the below flow chart.

Texas Hazlewood Act – Steps for New & Continuing Students



Texas Hazlewood Act Program Overview

Hazlewood Act – Veteran

A Veteran must meet the below criteria to be eligible for the Hazlewood Act Exemption:

- At the time of entry into active duty, the U.S. Armed Forces designated Texas as Home of Record, or Veteran entered the service in Texas, or Veteran 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-214);
- Served at least 181 days of active duty service (excluding training);
- Currently reside in Texas;
- 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;
- Make satisfactory academic progress (SAP) toward 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.

A Veteran must complete the below steps to apply for the Hazlewood Act:

1. Apply and be accepted to a Texas public college or university. Victoria College's admission steps can be found online [here](#);
2. Provide proof (DD-214) from the Department of Defense regarding military service and the nature of discharge;
3. Provide proof of eligibility or ineligibility for GI Bill benefits (Chapter 31, 33/Post-9/11) by requesting a certificate of eligibility for federal education benefits online here (if Veteran has active duty service after 9/11/2001);
4. Fill out the Hazlewood Exemption application form; and
5. Turn in the Hazlewood Exemption application form, a copy of your letter of eligibility/ineligibility for GI Bill benefits, a copy of your DD-214, a printout of your previously used Hazlewood hours from the Texas Veterans Commission Database (first-time applicants must create an account), and a copy of Texas driver license or photo ID to the Victoria College Veterans Services Office.

Applications and all supporting documentation must be received by the institution no later than the last day of class of a term in order to be evaluated for that semester or term.

Hazlewood Act – Child (Legacy Act)

Eligible Veterans may assign or transfer unused hours of exemption eligibility to a child under certain conditions. A child (legacy recipient) must meet the below criteria to be eligible for the Hazlewood Act Exemption:

- 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 (SAP) 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.

Legacy recipients will receive an exemption for the number of degree certified hours reported by the institution for that term or semester. Maximum degree certified hours awarded to the Legacy recipient will be dependent upon the degree or certificate program in which the student is enrolled for that term or semester and shall be consistent with the program length as defined within the school catalog as approved by the regional accreditation commission.

If a child to who hours have been delegated fails to use all of the assigned hours, a Veteran may re-assign the unused hours that are available to another child. Only one child will use Hazlewood Legacy benefits at a time.

A child (legacy recipient) of a Veteran must complete the below steps to apply for the Legacy Act:

1. Apply and be accepted to a Texas public college or university. Victoria College's admission steps can be found online [here](#);
2. Fill out the Hazlewood Exemption application form;
3. Provide proof of eligibility or ineligibility for GI Bill benefits (Chapter 31, 33/Post-9/11) by requesting a certificate of eligibility for federal education benefits online here (if Veteran has active duty service after 9/11/2001); and
4. Turn in the Hazlewood Exemption application form, a copy of your letter of eligibility/ineligibility for GI Bill benefits, a copy of the Veteran's DD-214, a printout of any previously used Hazlewood hours from the Texas Veterans Commission Database (first-time applicants (dependent & Veteran) must create an account), proof of relation to Veteran (such as a birth certificate, adoption documentation, IRS tax transcript, etc.), and a copy of Texas driver license or photo ID (dependent & Veteran) to the Victoria College Veterans Services Office.

Applications and all supporting documentation must be received by the institution no later than the last day of class of a term in order to be evaluated for that semester or term.

Hazlewood Act – Spouse/Dependent

Spouses 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 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 meet the below criteria to be eligible:

- 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 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 (SAP) 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.

A child must meet the below criteria to be eligible:

- 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 (SAP) 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 serviced connected deceased Veteran.

A spouse or child of a Veteran whose death was service connected, is MIA, or is/was 100% permanently disabled must complete the below steps to apply for the Hazlewood Act:

1. Apply and be accepted to a Texas public college or university. Victoria College's admission steps can be found online [here](#);
2. Provide a DD-214 and a VA disability rating letter or a DD-1300 Report of Casualty regarding the Veteran's death;
3. Provide proof of eligibility or ineligibility for GI Bill benefits (Chapter 31, 33/Post-9/11) by requesting a certificate of eligibility for federal education benefits online here (if Veteran has active duty service after 9/11/2001);
4. Fill out the Hazlewood Exemption application form; and
5. Turn in the Hazlewood Exemption application form, a copy of your letter of eligibility/ineligibility for GI Bill benefits, a copy of the Veteran's DD-214 and VA disability rating letter or DD-1300 Report of Casualty, a printout of any previously used Hazlewood hours from the Texas Veterans Commission Database (first-time applicants must create an account), proof of relation to Veteran (such as a birth certificate, adoption documentation, marriage license, IRS tax transcript, etc.), and a copy of Texas driver license or photo ID (spouse/child & Veteran, if applicable) to the Victoria College Veterans Services Office.

Applications and all supporting documentation must be received by the institution no later than the last day of class of a term in order to be evaluated for that semester or term.

Texas Hazlewood Act Policies & Processes

Certifying Courses

New students must submit their Hazlewood application, supporting documentation, and an Enrollment Certification Request Form in order to utilize the Hazlewood benefit during their first semester at Victoria College. New students will have their Hazlewood benefit applied to their account once all required application documentation is received and eligibility is confirmed.

Returning students must provide a screenshot from the Texas Veterans Commission (TVC) Hazlewood Database indicating their total used Hazlewood hours, submit an Enrollment Certification Request Form, and submit a Hazlewood Act Exemption Application for Continued Enrollment each semester they intend to use their Hazlewood benefit. Hazlewood benefits will not be applied to a student's account until all required documents are received. Students who have not enrolled at Victoria College in one long semester (fall or spring) or longer will need to submit a new Hazlewood Act Exemption Application in order to continue receiving Hazlewood benefits at Victoria College.

Students must meet eligibility requirements for the Hazlewood benefit. After students submit their required documentation for a given term, an eligibility check is ran prior to awarding Hazlewood benefits. Students must meet Satisfactory Academic Progress (SAP) guidelines (outlined below) and continue to meet Hazlewood benefit eligibility criteria (outlined above) in order to continue receiving Hazlewood benefits.

Returning students will have their Hazlewood benefit applied once grades are submitted for the previous semester and all of their required documentation is submitted, as a component of the eligibility check process involves checking student's current GPA standing.

The Hazlewood benefit will only cover applicable tuition and fees for courses that fit within your degree plan on file at Victoria College. Courses that fall outside of these requirements will not be covered by the Hazlewood benefit.

Revocation of Previously Used Hazlewood Hours

An eligible veteran or designee who assigned unused Hazlewood Exemption hours to a child through the Legacy Act may revoke the assignment of any unused hours. This form is only necessary for Hazlewood Legacy applicants when the

veteran has previously let another individual use the exemption. Hazlewood Legacy can only be transferred and used by one student at a time. If a veteran would like to cancel Hazlewood for subsequent semesters, this form must be submitted to do so.

SAP Policy for Hazlewood Exemption

The Texas Veterans Commission (TVC) requires students to maintain a grade point average (GPA) of 2.0 and to not exceed more than 150% of the required credit hours to earn their expected degree or certificate. Violation of either of these policies will result in the forfeit of eligibility for the Hazlewood Exemption.

Process to Appeal for Continued Hazlewood Eligibility

When students do not meet the stated SAP requirements, they will be placed on Hazlewood Suspension. Students placed on Hazlewood Suspension are provided an opportunity to request an appeal by submitting the Hazlewood Appeal Request Form. Appeals will be reviewed by the Veterans Services Advisor and granted appeals will have conditions that must be met in order to maintain Hazlewood Exemption eligibility. Failure to meet the agreed upon conditions will result in the forfeit of eligibility until the student is able to again meet the stated SAP requirements.

Students can only request to appeal SAP requirements, not stated Texas Veterans Commission eligibility criteria to qualify for the Hazlewood Exemption such as residency or age requirements. Additionally, if a student exhausts their available Hazlewood hours, they cannot submit an appeal for additional benefit hours. Students are welcome to send any inquiries regarding eligibility criteria or total hours used to the TVC for further guidance.

Texas Veterans Commission

P: (877) 898-3833

E: hazlewood@tvc.texas.gov