TEXAS HAZLEWOOD ACT EXEMPTION

1. Required for Veteran:
   - Hazlewood Application*
   - DD 214 Certificate of Release or Discharge from Active Duty or
   - VA GI Bill benefits letter of exhaustion (required if Veteran served on or after 9/11/2001) (an eBenefits print off showing 0 months and 0 days is acceptable)
   - Hazlewood Student Hours print out ([https://hazlewood.tvc.texas.gov/students/](https://hazlewood.tvc.texas.gov/students/))
   - Course Selection Form - Freshman/Sophomore Students (0-60 Credits) or Official Candidate Plan of Study (CPS) signed by adviser - Junior/Senior Students (+60 Credits)

2. Required for Legacy Applicant:
   - Hazlewood Application*
   - Veterans DD 214 Certificate of Release or Discharge from Active Duty
   - VA GI Bill benefits letter of exhaustion (required if Veteran served on or after 9/11/2001) (an eBenefits print off showing 0 months and 0 days is acceptable)
   - Birth Certificate or Adoption Documentation
   - Hazlewood Student Hours print out ([https://hazlewood.tvc.texas.gov/students/](https://hazlewood.tvc.texas.gov/students/))
   - Course Selection Form - Freshman/Sophomore Students (0-60 Credits) or Official Candidate Plan of Study (CPS) signed by adviser - Junior/Senior Students (+60 Credits)

3. Required for Spouse or Child (other than Legacy):
   - Hazlewood Application*
   - VA Rating Decision Letter (if the Veteran is disabled) or Letter from VA indicating the Veteran’s death was service-related (if deceased) or DD 1300 Report of Casualty if the Veteran is deceased (if Killed in Action)
   - Veterans DD 214 Certificate of Release or Discharge from Active Duty
   - VA GI Bill benefits letter of exhaustion (required if Veteran served on or after 9/11/2001) (an eBenefits print off showing 0 months and 0 days is acceptable)
   - Birth Certificate, or Marriage Certificate, or Adoption Documentation, or IRS 1040 from current or previous
   - Hazlewood Student Hours print out* ([https://hazlewood.tvc.texas.gov/students/](https://hazlewood.tvc.texas.gov/students/))
   - UHCL Hazlewood Certification Request Form
   - Course Selection Form* - Freshman/Sophomore Students (0-60 Credits) or Official Candidate Plan of Study (CPS) signed by adviser - Junior/Senior Students (+60 Credits)

Once you have submitted all documentation all students must complete the Certification Request Form each semester. The form can be found at [www.uhcl.edu/veteran-services/forms/certification-request](http://www.uhcl.edu/veteran-services/forms/certification-request).

Be advised that screen shots, cell phone pictures or JPEGs of documents will not be accepted.

*Indicates the item is needed every semester you wish to be certified.

Course Selection Forms can be obtained from:

| University Academic Advising Center | 281-283-3087 |
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|-------------------------------------|--------------|
| Business                            | Education    |
| 281-283-3110                        | 281-283-3600 |
| Human Sciences and Humanities       | Science and Engineering |
| 281-283-3333                        | 281-283-3711 |

Candidate Plans of Study can be obtained from their college: