



**Hazlewood Exemption Application Packet for  
the Transfer of Unused Hazlewood Hours to Eligible Child**  
(To be completed by a veteran who wishes to transfer hours to a child)

Form TUHH and Instructions

Texas Higher Education Coordinating Board  
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## Hazlewood Exemption Application for the Transfer of Unused Hazlewood Hours to an Eligible Child Eligibility Requirements and Documentation

To transfer unused Hazlewood hours to an eligible child, a veteran must prove eligibility for the Hazlewood exemption and the child to whom he/she is assigning the hours must be an eligible child. If the person and child qualify, the child can receive tuition and partial fee exemption through the Texas Education Code 54.203 (known as the Hazlewood Act).

### Steps to Follow in order to Transfer Hours to a Child

1. Provide proof that the veteran is eligible for the Hazlewood Exemption by completing the appropriate application:
  - a. HE-V if the veteran has not used Hazlewood since fall 2005 or earlier;
  - b. HE-P if the veteran has used Hazlewood in spring 2006 or later.
2. Complete and sign the enclosed TUHH form, naming the child to receive the hours.
3. Submit both the veteran's application and the Transfer Application to the Veterans Affairs Office or Financial Aid office of the institution the child plans to attend.
4. The institution will review the applications and advise you when the child's eligibility is confirmed.

The following is a list of program requirements for the service member and the child, and how they are documented.

Eligibility Requirements for the Veteran	Documentation
Eligible veterans must have met one of the following requirements <i>at the time of entry into the service</i> : <ul style="list-style-type: none"> <li>• Entered the service in Texas;</li> <li>• Declared Texas as home of record, <u>or</u></li> <li>• Was a Texas resident</li> </ul>	Either of the following can be used to establish an individual's eligibility to transfer Hazlewood hours to a child: <ul style="list-style-type: none"> <li>• A completed and approved Hazlewood Application HE-V for Veterans who have Never* Used the Exemption.</li> <li>• A completed and approved Hazlewood Application HE-P for Previous Exemption Recipients</li> </ul> *NOTE: If you have not used the Hazlewood exemption since spring, 2006, you will need to complete the HE-V form and submit it to the institution your child plans to attend. The forms can be accessed at: <a href="http://www.collegefortexans.com/apps/financialaid/fofa2.cfm?ID=579">http://www.collegefortexans.com/apps/financialaid/fofa2.cfm?ID=579</a> .
Served during a relevant time in history and/or for at least 181 days	
Have an honorable discharge or separation from service or general discharge/separation under honorable conditions	
Not be in default on a loan made or guaranteed by the State of Texas.	
If enrolled, not be eligible for federal veterans benefits under Chapter 33 that exceed the value of the Hazlewood exemption.	

Eligibility Requirements for the Child
A child must be the veteran's biological child, stepchild, or adopted child or have been claimed as a dependent in the current or previous tax year. To meet this requirement, the child must provide an income tax return or other document that shows that he or she was claimed as a dependent for federal tax purposes at the appropriate time.
An eligible child must be 25 years of age or younger on the first day of the semester or term for which the exemption is claimed, unless the child is granted an extension due to a debilitating illness or condition.

## **Instructions for Completing the Hazlewood Exemption Application for the Transfer of Unused Hazlewood Hours to an Eligible Child**

- 1-4 Self-explanatory
- 5 If you have received the Hazlewood Exemption before, please provide the number of hours that you have used as of the date of the application.
- 6 If you have received the Hazlewood Exemption before, please provide the MOST RECENT semester and year you received it in 6(c).  
NOTE: If you have select 6(a) or 6(b), you must submit a copy of the Application for Veterans who have Never Used the Exemption (HE-V) along with this form.

*\*\*\*If you are unable to provide the information requested on question 5 or question 6, please login to the Hazlewood Site to obtain the information\*\*\* <https://www1.thecb.state.tx.us/Apps/HSH/students/>*

- 7-8 Self-explanatory
9. To receive a transfer of unused hours of the Hazlewood Exemption as an eligible child of a veteran, a child must be the veteran's biological child, stepchild, or adopted child or have been claimed as a dependent in the current or previous tax year. To meet this requirement, the child must provide an income tax return or other document that shows that he or she was claimed as a dependent for federal tax purposes at the appropriate time.
10. An eligible child must be 25 years of age or younger on the first day of the semester or term for which the exemption is claimed, unless the child is granted an extension due to a debilitating illness or condition.

If the answer is "no" to question 9 or 10, the child is not eligible for the Hazlewood exemption.

Part III This section must be read, signed and dated by the veteran parent and the child to whom a transfer of unused hours is requested.

