



# CHECKLIST FOR TEXAS VETERANS



## ACTIVATE YOUR HAZLEWOOD EXEMPTION BENEFITS

	Step	Action	Date Complete
FIRST SEMESTER ONLY	1	<b>Apply for Admission</b> – <a href="http://www.tamut.edu/Start.html">http://www.tamut.edu/Start.html</a> Follow the five steps on this webpage to complete the admission process.	
	2	<b>Transcripts</b> – Veterans must request a copy of their military transcript to be sent to A&M-Texarkana. Military transcripts can be obtained from the following: <ul style="list-style-type: none"> <li>• Army, Navy, Marine Corps, Coast Guard - <a href="https://jst.doded.mil/smart/dodMandatoryBannerForm/submit.do">https://jst.doded.mil/smart/dodMandatoryBannerForm/submit.do</a></li> <li>• Air Force - <a href="http://www.au.af.mil/au/ccaf/transcripts.asp">http://www.au.af.mil/au/ccaf/transcripts.asp</a></li> </ul>	
	3	<p><b>Documents required for type of Hazlewood Hours to be used:</b></p> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 5px; width: 45%;"> <p><b>For Veteran Applicants:</b></p> <p><input type="checkbox"/> Hazlewood Application</p> <p><input type="checkbox"/> DD214, Member 2 or 4 copy</p> <p><input type="checkbox"/> VA Certificate of Eligibility (See * Note)</p> </div> <div style="border: 1px solid black; padding: 5px; width: 45%;"> <p><b>For Legacy Applicants (Veteran transferring unused hours to child):</b></p> <p><input type="checkbox"/> Hazlewood Application</p> <p><input type="checkbox"/> Veterans DD214, Member 2 or 4 copy</p> <p><input type="checkbox"/> VA Certificate of Eligibility (See * Note)</p> <p><input type="checkbox"/> Birth Certificate, or Adoption Documents, or IRS 1040 from current or previous year</p> <p><input type="checkbox"/> Copy of Death Certificate for deceased Veterans</p> <p><input type="checkbox"/></p> </div> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>For Spouse or Child Applicants (Veteran is 100% disabled or deceased):</b></p> <p><input type="checkbox"/> Hazlewood Application</p> <p><input type="checkbox"/> DD1300 Report of Casualty if the veteran is deceased</p> <p><input type="checkbox"/> Veterans DD214, Member 2 or 4 copy</p> <p><input type="checkbox"/> VA Certificate of Eligibility (See * Note)</p> <p><input type="checkbox"/> Letter from VA indicating the veteran's death was service-related</p> <p><input type="checkbox"/> VA Rating letter if veteran is disabled</p> <p><input type="checkbox"/> Birth Certificate, or Adoption Documents, or IRS 1040 from current or previous year</p> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>Note on VA Certificate of Eligibility:</b></p> <p>If veteran served on or after 9/11/2001, COE is required. For Legacy applicants, if veteran's separation/retirement date is after 9/10/2001 and prior to 8/01/2009, COE is not required.</p> </div>	
ONCE A YEAR	6	<b>Hazlewood Application for Continued Enrollment</b> – an eligible veteran, spouse, child or Legacy child, must submit the Hazlewood Application for Continued Enrollment once each academic year after initial application to maintain continued eligibility for the exemption. The most current version of this application is located at <a href="http://www.tamut.edu/Veterans-Services/Forms.html">http://www.tamut.edu/Veterans-Services/Forms.html</a> .	
EVERY SEMESTER	7	<b>Hazlewood hours remaining</b> – Print a statement of your remaining hours of Hazlewood eligibility at <a href="https://www1.thecb.state.tx.us/Apps/HSH/students/">https://www1.thecb.state.tx.us/Apps/HSH/students/</a> .	
	8	<b>Request to Certify Benefits</b> – You must submit a completed Request for Certification as soon as you register for classes for the following term. <i>The earlier you register and notify the SCO, the more likely you will begin receiving benefits in a timely manner.</i>	
	9	<b>Financial Aid</b> – You may also apply for financial aid and scholarships. See <a href="http://www.tamut.edu/finaid">www.tamut.edu/finaid</a> .	

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