Veteran Services

It is the mission of the Capt. Wendell M. Wilson Office of Veteran Services to help veterans and their dependents flourish in their higher education pursuits. We act as a liaison between the military-connected student, the school, the Department of Veterans Affairs, and the Texas Veterans Commission in order to ensure these goals are reached. Our staff members are committed to assisting veterans and their eligible dependents with federal or state education benefits gained through military service.

Military-connected students entering UHCL should contact the Capt. Wendell M. Wilson Office of Veteran Services immediately to establish their benefits in a timely manner. For one-on-one counseling regarding your benefits, contact us directly at vso@uhcl.edu or by phone at 281-283-3071.

Services include:

- Providing certification of enrollment for the following federal benefits: Post 9/11 GI Bill®, Montgomery GI Bill, Reservist Educational Assistance, Vocational Rehabilitation and Employment Program and Dependent Educational Assistance.
- Processing of Hazlewood Exemptions and Hazlewood Legacy Act.
- Determining eligibility for House Bill 269 (military service credit).
- Establishing residency for those who are receiving federal or state veteran education benefits.

Federal (VA) Education Benefits

Covered individuals (students entitled to Chapter 33, Post 9/11 GI Bill® or Chapter 31, Vocational Rehabilitation and Employment) are permitted to attend courses during the period beginning on the date on which the individual provides to the University of Houston – Clear Lake Office of Veteran Services a certificate of eligibility for entitlement to educational assistance under Chapter 31 or 33 (a "certificate of eligibility" can also include a "Statement of Benefits" obtained from the Department of Veterans Affairs' (VA) website – eBenefits, or an electronic IPPS/Tungsten authorization form for Chapter 31 authorization purposes) and ending on the earlier of the following dates:

The date on which payment from VA is made to the institution.

90 days after the date the institution certified tuition and fees following the receipt of the certificate of eligibility.

No penalty will be imposed due to a delayed disbursement funding from VA under Chapter 31 or 33.

Students entitled to Chapter 33 or Chapter 31 must note the following additional requirements for processing:

Submit to the Office of Veteran Services: a certificate of eligibility for entitlement no later than the first day of term, a certification request form each semester to request your entitlement be used, a Joint Service Transcript or CCAF transcript, a DD214, and a matriculated degree plan.
Any amount ineligible to be paid under the VA education benefit disbursement is subject to regular payment due dates and fees as outlined in the Payment Due Dates schedule available from Student Business Services.

**Fall and Spring Semesters**

Under the Post-9/11 GI Bill®, a student enrolled at more than one-half time can qualify for a monthly housing allowance based on DoD's Basic Allowance for Housing (BAH) rate for an E-5 with dependents. VA determines eligibility for housing allowance by calculating the rate of pursuit: a percentage calculated by dividing the number of credits in which the student is enrolled by the number of credits considered to be full time.

Full time enrollment for undergraduate students is 12 credit hours or more. To receive the maximum monthly housing allowance, at least one course is required to be either lecture-based or a hybrid course that includes a lecture component.

Students are responsible for notifying the Office of Veteran Services if their enrollment changes after certification.

**Online courses**

Individuals only enrolled in distance learning courses will be eligible for a monthly housing allowance equal to 50% of the national average of all Basic Allowances for Housing. For the current rate, please visit [www.va.gov](http://www.va.gov).

**Summer Semesters**

Summer enrollment varies by the term in which the student is enrolled. To ensure your summer enrollment meets full time during the summer, please contact the Department of Veteran Affairs at 888-442-4551.

Students are responsible for notifying the Office of Veteran Services if their enrollment changes after certification.

**Training Time (Chapters 30, 35, and 1606)**

VA benefits, for the chapters listed above, are paid based on training time. In a standard fall and spring semester, VA measures training time as follows:

Undergraduate students:

- 12 credits - full-time
- 9-11 credits - ¾-time
- 6-8 credits - half-time
- 4-5 credits - less than half-time (<½-time)
- 1-3 credits - ¼-time or less (<¼-time)

**Hazlewood Act**

The Hazlewood Act passed by the Texas Legislature provides a waiver of tuition and certain fees for Texas veterans. Hazlewood benefits are not transferred from one state university to another; therefore, veterans must reapply and provide the Capt. Wendell M. Wilson Office of Veteran Services with all necessary documents. For a complete list of documents, please visit [www.uhcl.edu/veteran-services](http://www.uhcl.edu/veteran-services).

A veteran may qualify for benefits under the Hazlewood Act if he or she:

- Has 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 Form 214).

- At the time of entry into active duty the U.S. Armed Forces, designated Texas as Home of Record; or entered the service in Texas; or was a Texas resident.
- Served at least 181 days of active duty service (excluding training).
- Has no federal veteran's education benefits, or have no federal veteran's 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.
- Enrolls 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.
- Meets the GPA and excessive hour requirements of the institution's satisfactory academic progress 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.

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. For more information, please visit www.tvc.texas.gov.

The Legacy Act allows veterans eligible for the Hazlewood Act to transfer unused Hazlewood hours to an eligible child. A child (legacy recipient) must:

- 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).
- Meet the GPA and excessive hour requirements of the institution's satisfactory academic progress 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.

Students interested in using this benefit should contact the Capt. Wendell M. Wilson Office of Veteran Services for application instructions at vso@uhcl.edu.

Hazlewood Exemption Deadline

If the student provides his or her eligibility for the Hazlewood Exemption before the end date of each semester, then the institution must honor the waiver. Applications and all supporting documentation must be received by
the institution no later than the last day of class in order to be evaluated for the semester or term.

**Satisfactory Academic Progress for Veteran Benefits**

Satisfactory academic progress for veterans receiving federal veteran educational benefits is defined by the Department of Veteran Affairs. Undergraduates must maintain a cumulative GPA of 2.000.

Veterans failing to achieve the required cumulative GPA will be placed on probation for one semester. At the end of the probationary semester, veterans who:

- Have not achieved the required semester GPA will be reported to VA as making unsatisfactory academic progress.
- Have achieved the required semester GPA but not the required cumulative GPA will continue to be on probation.

Satisfactory academic progress is also required of veterans, spouses and dependents utilizing the Hazlewood Exemption. Students must:

- Meet the GPA requirements of the institution's satisfactory academic progress policy in a degree or certificate program as determined by the institution's financial aid policy.
- Not be considered to have attempted an excessive amount of credit hours as determined by the institution's financial aid policy.

**Disabled Veteran Parking**

In accordance with Texas Transportation Code 681.008 and 504.202, qualifying veterans will be issued a parking permit free of charge. The free permit is to be used for the Veteran only or while they are in the vehicle. Those exempt from paying a fee must display the following license plates on the vehicle:

- Disabled veteran
- Congressional Medal of Honor
- Former prisoner of war
- Pearl Harbor survivor
- Purple Heart recipient
- Legion of Valor (Air Force Cross, Distinguished Service Cross, Army Distinguished Service Cross, Navy Cross
- Legion of Merit license plates
- Bronze Star medal
- Distinguished Service medal
- Silver Star medal

To request a free parking permit, the following items will need to be submitted to the Capt. Wendell M. Wilson Office of Veteran Services:

1. Supporting documentation which proves their status listed above (this is the same proof shown at the Tax Assessor's Office to obtain your specialty license plates).
2. Current UHCL student/faculty/staff ID.
3. Texas driver's license.

**Residency**

Pursuant to Texas Education Code, Section 54.058 (k), military personnel, veterans and dependent students who are receiving federal
VA education benefits may qualify for in-state tuition and fee rates, regardless of the length of time residing in Texas. If you are receiving federal VA education benefits and are being assessed out-of-state tuition, please contact the Capt. Wendell M. Wilson Office of Veteran Services for assistance.

**House Bill 269**

House Bill 269 allows veterans who enroll in Texas universities to be eligible to receive undergraduate college credit for the time they spent in the services if certain requirements are met.

Eligible veterans can receive college credit for an additional 12 semester credit hours of general elective course work to satisfy the degree requirements for your program of choice.

In order to be eligible to receive college credit for military service, you must have:

- Graduated from a public or private high school accredited by a generally recognized accrediting organization or from a high school operated by the U.S. Department of Defense.
- Completed a minimum of two years of Active Duty service in the Armed Forces; unless medically discharged.
- Been honorably discharged from the armed forces.

Contact the Capt. Wendell M. Wilson Office of Veteran Services to discuss your eligibility.

**Priority Registration**

Veterans who have self identified in the Office of Veteran Services will be eligible for priority registration. The Office of the Registrar sends announcements to specify times and other instructions for completing the enrollment process. Registration is completed online by logging into E-Services at [www.uhcl.edu/eservices](http://www.uhcl.edu/eservices). Please refer to the Academic Calendar online for Registration dates and deadlines.