



# STATE OF WISCONSIN

This  
“Taps” Tuition/Fee Voucher  
is awarded to

Full Name of Student

Student Social Security Number (Optional)

for sounding “Taps” during Military Funeral Honors for \_\_\_\_\_  
Name of Deceased Veteran

on \_\_\_\_\_ at \_\_\_\_\_  
Date of Funeral Location of Funeral

and in accordance with 2003 WISCONSIN ACT 42  
is hereby granted a \$25.00 remission of tuition/fees at a University of Wisconsin  
System institution under Wis. Stats. s. 36.27 (3r) or a Wisconsin technical college  
under s. 38.24 (6). Private institutions of higher education are also encouraged to  
accept this voucher for remission of tuition/fees.

Verified by: \_\_\_\_\_  
Funeral Director Signature Printed Funeral Director Name  
\_\_\_\_\_  
Funeral Home Name & State License Number Date Signed



## **“TAPS” TUITION/FEE VOUCHER FORM**

### **Explanation and Instructions**

In accordance with Section 8 of 2003 Wisconsin Act 42, effective August 26, 2003, a funeral director may issue a tuition voucher in the amount of \$25 to:

1. An individual who sounds “Taps” on a bugle, trumpet, or cornet during a military honors funeral held in the state of Wisconsin for a deceased veteran, and
2. Who is a student:
  - a. In grades 6-12, or
  - b. At an institution of higher education (as defined in 2003 Stat. 895.515(1)(b)).

The vouchers are not transferable.

The tuition voucher may be used at any time for the payment of tuition and required program activity fees at:

1. A University of Wisconsin System institution (as provided under 2003 Stat. 36.27(3r)), or
2. A technical college (as provided under 2003 Wis Stats. S38.24(6)).
3. Private institutions of higher education are also encouraged to accept the vouchers.

In accordance with Section 9 of the Act, school boards are encouraged to grant an excused absence to a pupil in grades 6 to 12 for the purpose of sounding “Taps” during a military honors funeral for a deceased veteran.

#### **GUIDELINES:**

1. Funeral Directors are responsible to ensure that students playing “Taps” are proficient and meet the guidelines below.
2. Middle or high school students should obtain a letter from their school band or other musical instructor and present to a funeral director stating that they are capable of properly sounding “Taps” on a bugle, trumpet or cornet.
3. A guiding principle for student buglers for military funeral honors attire is that it should be appropriate for a funeral, with no sport or other similar type logos. Proper attire is considered: slacks and a button shirt or blouse, tie is encouraged but not mandatory. Dress shoes/boots, no tennis shoes. Jacket or overcoat, when used, should be of a solid color. Hats are permitted due to weather conditions, however no baseball style hats.
4. A student should arrive at the specified location for honors in sufficient time to permit the student bugler to coordinate with the funeral director and military representatives regarding where to stand, how to face, when to play and what to do after sounding “Taps”.

#### **COMPLETION OF THE TUITION VOUCHER:**

1. Funeral Directors may print the “Taps” Tuition Voucher form, from the Forms and Publications section of the WDVA web site, at <http://dva.state.wi.us/>.
2. Upon completing honors, and in accordance with the eligibility and guidelines listed above, the Funeral Director will provide to the student one original, signed “Taps” Tuition Voucher form.
3. In accordance with 2003 Wisconsin Act 42, Funeral Directors are responsible for completion of the form and must provide all requested information to include the name of the student playing taps, the name of the deceased veteran, date and location of the veteran’s funeral, funeral director’s name and signature and the date the form was signed, the funeral home name and state license number. The student’s social security number is strongly encouraged for identification purposes, but is optional.
4. The form must be signed and dated by the funeral director to be valid. Only the original signed form will be accepted for tuition remission purposes by institutions of the Wisconsin Technical College System, the University of Wisconsin System or other participating institutions of higher education. Photocopies of signed forms will not be accepted and there is no provision for replacement of lost forms.
5. The original form must be presented by the student to their institution of higher education for remission of tuition and fees in accordance with 2003 Wisconsin Act 42. Private institutions of higher education are encouraged to accept this voucher for remission of tuition and required program activity fees.