



COUNCIL TAX APPLICATION FOR DISCOUNT
YOUNG PERSONS AGED 18 IN FULL-TIME EDUCATION FOR
WHOM CHILD BENEFIT IS PAYABLE

Date of issue: 20 November, 2009

Account no: «**ACCNO**»

LOCAL GOVERNMENT FINANCE ACT 1992, SCHEDULE 1 PARAGRAPH 3.

(Please read Guidance notes overleaf)

PLEASE COMPLETE THE DETAILS BELOW TO APPLY FOR THE DISCOUNT

<p>NAME OF APPLICANT:-</p> <p>TEL NO:-</p> <p>(Please note you are not legally required to supply this)</p>	<p>ADDRESS:- «PROPADDR1»</p> <p>«PROPADDR2»</p> <p>«PROPADDR3»</p> <p>«PROPADDR4»</p> <p>«PROPADDR5»</p> <p>«PROPADDR6»</p>
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Young people aged 18 for whom Child Benefit is payable

If the person(s) named below is (are) still in full-time education, under 19 years of age and Child Benefit is still payable, you will be entitled to a discount in respect of the Council Tax for the period the Child Benefit is payable providing that one or less adults remain resident in the household.

Name of person (1) for whom Child Benefit is payable:-

Name of person (2) for whom Child Benefit is payable:-

Name of person who receives the Child Benefit:-

Date the Child Benefit ceases to be paid:-

Number. of the Child Benefit book:-

PLEASE ENCLOSE PROOF OF ENTITLEMENT TO THE CHILD BENEFIT, SUCH AS A COPY OF THE LETTER OF ENTITLEMENT.

DECLARATION

I declare that the above information is true and accurate to the best of my knowledge and belief.

SIGNATURE:- DATE:-

GUIDANCE NOTES - DISCOUNT FOR YOUNG PERSONS AGED 18 IN FULL-TIME EDUCATION FOR WHOM CHILD BENEFIT IS PAYABLE

(PLEASE READ CAREFULLY BEFORE COMPLETING APPLICATION FORM)

The full Council Tax bill assumes there are 2 or more adults residing in a dwelling. For Council Tax purposes certain types of person may be "disregarded" (ignored) for calculation of the amount due.

Where, after having "disregarded" one or more adults due to discount provisions, less than 2 resident adults remain in the dwelling a discount will apply as follows:-

<u>EXAMPLE - Number of adults resident in the dwelling = FOUR</u>	% Council Tax due	
1) ONE person is disregarded as a qualifying person for discount purposes	100%	2 or more adults remain
2) TWO persons are disregarded as qualifying persons for discount purposes	100%	2 adults remain
3) THREE persons are disregarded as qualifying persons for discount purposes	75%	Only 1 adult remains
4) ALL persons are disregarded as qualifying persons for discount purposes	50%	No adult remain

BELOW ARE A NUMBER OF QUESTIONS AND ANSWERS WHICH MAY BE OF ASSISTANCE

Q. DOES THE PERSON FOR WHOM CHILD BENEFIT IS PAYABLE HAVE TO BE IN FULL-TIME EDUCATION ?

A. Yes. However if he/she leaves School/College after 30 April in a given year, discount is still applicable to 31 October.

Q. WHAT IS CLASSED AS FULL-TIME EDUCATION ?

A. A Full-time course will be as defined by the Child Benefit (General) Amendment Regulations 1987.

Q. HOW MANY HOURS STUDY ARE REQUIRED FOR A COURSE TO BE CLASSED AS FULL-TIME EDUCATION ?

A. 12 hours per week including instruction, tuition, supervised study, examinations and practical work.

Q. CAN THE COURSE OF EDUCATION BE IN CONNECTION WITH MY JOB.

A. No. The course must NOT be undertaken in consequence of an office or employment held by the person concerned. However discounts are available for YT Trainees, Apprentices of any vocation, Full-time Students, Student Nurses, Student 2000 Nurses and Young persons under 20 undertaking a qualifying course of education (A levels, BTEC etc.). Please contact the REVENUES SERVICES if you require further details on any of these categories.

Q. WHAT HAPPENS IF I START FULL-TIME EMPLOYMENT?

A. If you were in full-time education on 30 April the discount will continue until 31 October. If you leave school before this date the discount terminates on the date Child Benefit ceases.

DATA PROTECTION

Information you provide on this form may be processed and held as computer data and is subject to the Data Protection Act 1984

These details may be used within the Revenues Services (for Council Tax or Benefits purposes).

You are under no obligation to provide this information but if you decline to do so it will be assumed that no discount applies.

No information will be divulged to outside sources such as mail order firms for example.

CHANGES IN CIRCUMSTANCES

Should any circumstances change that may affect entitlement to discount you must inform the Revenues Services immediately.

FURTHER INFORMATION

If you have any queries regarding this form or in connection with any other Council Tax matters please ask for REVENUES

