

Any enquiries about this application should be made to the Council Tax Discount Section at the above address or

Telephone (01422) 393642



SECTION A	EXPLANATORY NOTES.
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Council Tax is made up of a property element of 50% and a personal element of 50%. The personal element assumes that there are two persons over the age of 18 (adults) living in the property. If there are more than two adults resident the bill is not increased, however, if there are less than two residents the bill may be reduced.

1. For discount purposes certain groups of people are ignored (disregarded) when counting the number of adults in the household.
This means that in certain circumstances a household with two or more resident adults may still qualify for a discount providing that all of them (or all but one of them) fall into one of the classes shown in Section D overleaf.
2. If there are two or more residents in the property aged 18 or over who are not entitled to a status discount then no discount can be allowed.
3. A person can also qualify for a discount if they satisfy any of the following conditions:-

Please tick which category applies to you.

FULL TIME STUDENT.

A person undertaking a course of education of at least 24 weeks duration in each academic or calendar year with an average of 21 hours per week tuition.

STUDENT NURSE

A person undertaking a course which leads to registration on any of parts 1 to 6 or 8 of the Register maintained under section 10 of the Nurses, Midwives and Health Visitors Act 1979.
(NB. Project 2000 students will be treated as Full Time Students above as will Student Midwives on pre-registration courses).

APPRENTICE.

A person undertaking a programme of training leading to a qualification accredited by the Qualifications and Curriculum Authority earning less than the qualified rate for the job but no more than £195 pw gross (w/e from 1 April 2007).

YOUTH TRAINING TRAINEE.

A person under the age of 25 who is undertaking an approved training scheme for the purpose of Section 2 of the Employment & Training Act 1973 and is funded by the Learning & Skills Council for England

FOREIGN LANGUAGE ASSISTANT.

A person registered at the British Council for an appointment with an educational establishment in Great Britain.

CHILD BENEFIT RECIPIENT.

Payable on behalf of a student under the age of 19 still attending school or a further education college.

SCHOOL LEAVER.

A person under the age of 20 who is still at school or a further education college on the 30th April but will leave before the 1st November that year.

4. Applicants must provide along with this application a certificate from their relevant educational establishment and/or proof of their training program.
Those who are still at school should provide either a letter from the school or a photocopy of their Child Benefit Book or Letter of Entitlement.
5. When you have filled in the details in section B overleaf please read and sign the declaration (Section C) and then send the form back to the above address as soon as possible.

We advise applicants that the data held by the Authority in respect of your application will be used for cross-system and cross-authority comparison purposes for the prevention and detection of fraud

COUNCIL TAX- STATUS DISCOUNT FOR STUDENTS

SECTION B	APPLICATION DETAILS (Please complete in Block Capitals)
Applicant's Name _____ Address _____ _____ _____ Telephone Number for contact _____	Reference Number (shown on the bill) <input style="width: 100px; height: 20px;" type="text"/> Date of Birth of Student if under 20 <input style="width: 100px; height: 20px;" type="text"/> <input style="width: 100px; height: 20px;" type="text"/> <input style="width: 100px; height: 20px;" type="text"/>
How many people aged 18 or over (including yourself) usually live in the property? How many of those people are eligible for a status discount? (see Section D overleaf)	<input style="width: 100px; height: 20px;" type="text"/> <input style="width: 100px; height: 20px;" type="text"/>
Full name of the Student	<input style="width: 100%; height: 20px;" type="text"/>
Name and Address of the School/College/ Polytechnic or University attended.	<input style="width: 100%; height: 40px;" type="text"/>
Date started course _____	Date to cease course _____
Apprentices only: Name and address of your Employer <i>(Please also enclose a letter from your employer confirming your earnings are less than £195 pw gross)</i>	<input style="width: 100%; height: 40px;" type="text"/>

DO NOT FORGET TO ENCLOSE YOUR CERTIFICATE OR IF AT SCHOOL YOUR LETTER OR CHILD BENEFIT DETAILS.

SECTION C	DECLARATION
As far as I know all the information I have given is accurate and true. I agree to tell the Council immediately if the circumstances change or I think that any reduction given as a result of this application should not apply.	
Name _____	Signed _____
Date _____	

SECTION D	PERSONS ELIGIBLE FOR DISCOUNT
The following are categories of people who qualify for a 'status' discount. Please put a tick in the appropriate box if you think that anyone else living at the property may qualify. An application form will be sent to you.	
<ul style="list-style-type: none"> <input type="checkbox"/> Persons in detention <input type="checkbox"/> The Severely Mentally Impaired <input type="checkbox"/> Persons over 18 in respect of whom child benefit is payable <input type="checkbox"/> Students <input type="checkbox"/> Apprentices <input type="checkbox"/> Student Nurses <input type="checkbox"/> Youth Training Trainees <input type="checkbox"/> Hospital Patients <input type="checkbox"/> Patients in Nursing or Care Homes <input type="checkbox"/> Carers <input type="checkbox"/> Residents of Hostels <input type="checkbox"/> Members of Religious Communities <input type="checkbox"/> Members of International Headquarters and Defence Organisations <input type="checkbox"/> Persons with a relevant association with a visiting force 	

SECTION E	FOR OFFICIAL USE
Discount granted from _____	Date _____
Discount granted to: _____	Date _____
Comments _____	
Processed by _____	Code _____

Date _____