



Enquiries to: **Billing Section**
Direct Dial: **(01827) 719357**

Name:

Date of issue:

Address:

Account Ref

Uprn:

Please complete this form and return to:
COUNCIL TAX DEPARTMENT
COUNCIL HOUSE
SOUTH STREET
ATHERSTONE
CV9 1DE
Telephone: **01827 719357**
Email: counciltax@northwarks.gov.uk

STUDENTS

APPLICATION FOR PERSONS TO BE DISREGARDED FOR THE PURPOSE OF COUNCIL TAX

This form is to be completed and returned by the person responsible for payment of the Council Tax (the liable person).

PLEASE READ THE NOTES OVERLEAF BEFORE COMPLETING THIS APPLICATION FORM.

PART 1: Details of the person claiming student status

| | | |
|--------------|--|--------------------------|
| Surname: | | Term Time Address: |
| Forename(s): | | |
| D.O.B. : | | |

PART 2: Details of the course

| | | | |
|---|------------------------------|---|--|
| Name and address of college or university: | | | |
| Tel: | | | |
| Name of course: | | | |
| Course start date: | | Course end date: | |
| Please tick the box which applies to you and your course. (The notes overleaf give details of each type of course) | | Full time course <input type="checkbox"/> | Qualifying course <input type="checkbox"/> |
| Foreign language assistant | Yes <input type="checkbox"/> | No <input type="checkbox"/> | |

YOU MUST PRODUCE THE CERTIFICATE OF STUDENT STATUS FROM YOUR COLLEGE/UNIVERSITY WHEN MAKING THE APPLICATION

I declare that the information given above is correct to the best of my knowledge and belief.

Signed: Name (BLOCK CAPITALS):

Tel: Date:

E-mail:

IMPORTANT: You must notify the Council Tax Department if the above circumstances change. If you fail to do so, you may be subject to a penalty of £70.

NOTES TO HELP YOU

Classes of person(s) to be Disregarded for the Purposes of Council Tax Discount

- a) Person(s) in respect of whom Child Benefit is payable:
A person aged 18 or 19 in respect of whom another person is entitled to receive Child Benefit.
- b) School Leaver:
A person who is under the age of 20 and Child Benefit is not receivable and will have ceased a qualifying course of education after 30th April, and before 1st November, in any year is disregarded for that period.
- c) Member of a Religious Community
A person who is a member of a religious community, the principal occupation of which consists of prayer, contemplation, education, the relief of suffering or any combination of these and has no income or capital of his/her own, (disregarding any income by way of a pension in respect of former employment) and is dependent on the community to provide for his/her material needs.
- d) Severely Mentally Impaired:
A person who suffers from impairment of intelligence and social functioning (however caused) which appears to be permanent. Anyone who claims for this disregard will need to give permission to the Council to contact the medical practitioner of the person concerned in order to confirm the impairment. In addition to this, the person seeking the disregard must be in receipt of at least one certain allowance.
- e) Person(s) in Detention/Prisoner:
A person who is detained in prison, hospital or any other place by court order, or detained awaiting deportation, or detained under the Mental Health Act, or detained by the Armed Forces for a continuous period of over 48 hours. Persons who are committed to prison for non-payment of Council Tax or for defaulting payment of a fine are not disregarded.
- f) Care Worker:
A person providing care and support on behalf of a Council, the Crown or a Charity (relevant body) engaged or employed for at least 24 hours per week, in receipt of not more than £44 remuneration per week and resident in premises provided by the relevant body or the employer for the better performance of his/her work, or
A person providing care and support for a minimum of 35 hours per week and is resident in the same dwelling as the person to whom he/she is caring for. The cared for person must be entitled to certain benefits. A person will not qualify if he/she is a spouse of the cared for person or they live together as husband and wife, or he/she is the parent of a child under 18 who is the person receiving care.
- g) In Residential Care:
A person permanently residing in a residential care home, nursing home, mental nursing home or hostel and he/she is receiving care or treatment (or both) in the home/hostel.
- h) Hospital in-patient:
A person permanently residing in a N.H.S. hospital or military hospital. This is usually when a person has given up their home and/or has no intention of returning to it. Patients who spend only short periods of time in hospital and who retain their main or only residence at home will not be disregarded.
- i) Apprentice/ Y.T.S. Trainee:
An apprentice is a person who is undertaking a programme of training leading to a qualification accredited by the National Council for Vocational Qualification for the purpose of learning a trade, business, profession, office, employment or vocation. An apprentice must not earn more than £160 per week prior to 1st April 2007, and must not earn more than £195 per week thereafter.
A youth training trainee is a person under 25 who is undertaking a training course under Section 2 of the Employment and Training Act 1973 which is approved for the purposes of Section 28 of the Social Security Contributions and Benefits Act 1992.
- j) Student Nurse:
A person who is undertaking a course which would lead to the first inclusion on the Register maintained under the Nurses Midwives and Health Visitors Act 1979. Project 2000 nurses will qualify as students (see below) and not as student nurses.
- k) Student:
A person who is undertaking a full time course of education which is for at least one academic year, requires attendance of at least 21 hours per week for 24 weeks per year including periods of study, tuition and work experience, or a person who is not undertaking a full time course of education, who is under 20 years of age and attends a course for more than 12 hours per week, the course must be for more than three months, not a course of higher education, normally runs between 8 a.m. and 5.30 p.m. and is not taken in consequence of the person's employment, or a person who is registered as a foreign language assistant at the Central Bureau for Educational Visits and Exchange.
- l) Member of International Headquarters:
A person who is a member or a dependant of a member within the meaning of the International Headquarters and Defence Organisations Act 1964.
- m) Hostel Resident:
A person living in accommodation which is not self-contained and is provided for person(s) of no fixed abode under a licence to occupy.

If you require further information on any of the above disregard classes please contact the Council Tax department on 01827 719357.