



www.stockton.gov.uk

Daytime Telephone Number and Email Address (both optional)

Council Tax Account Number

Date of Issue

Persons under 20 years old in further education or over the age of 18 years old for whom Child Benefit is being paid

What Are Council Tax Discounts

The Council Tax assumes that two adults live in a property. If only one adult lives in a property a discount of 25% (one quarter) will be given. Certain people are not counted when deciding how many adults live in a property. If two adults live in a property and one is not counted a 25% discount will be given. If all are not counted a discount of 50% will be given. When someone is not counted this means they are 'disregarded' for Council Tax discount purposes

A person will be disregarded for Council Tax discount purposes providing the following criteria are satisfied: -

- a. He/she is under the age of 20.
- b. He/she is undertaking a course of full time further education at a school or college up to and including 'A' level.
- c. Tuition must exceed 12 hours per week.
- d. The course must be for a least 3 calendar months.
- e. The course must be principally carried out between 8.00 a.m. and 5.30 p.m.
- f. A person will also be disregarded if they are at least 18 years old and someone is entitled to receive Child Benefit for them.

Please complete the form on page 2 and 3 if you think you are entitled to this Council Tax discount because you or someone who lives with you are under 20 or over the age of 18 and are in receipt of Child Benefit or in further education.

How many people aged 18 or over live in the property?

What is the student's full name?

What is the student's Child Benefit Allowance Number (if applicable)?

What is the date the Child Benefit will cease being paid? (if applicable)

What is the name and address of the school or college being attended?

What is your course start date?

What is your course end date?

What is the course title?

Is the course normally carried out between 8.00 a.m. and 5.30 p.m.

Yes No

Does the course last for a minimum of 3 calendar months?

Yes No

Is income received from an employer, employment training or Income Support?

Yes No

TO BE COMPLETED BY THE HEAD OF THE DEPARTMENT OF SCHOOL OR COLLEGE

I can confirm that

(student's name)

Is undertaking a qualifying course of further education spending more than 12 hours per week receiving tuition or supervised study.

Signature

Name in

block capitals

Position held at school or college

Date

Declaration of Council Tax Payer

The information provided in this application is true and accurate to the best of my knowledge. I will tell you immediately about any changes in circumstances, which may affect this discount application.

Signature of Council Tax Payer

Date

Disclosure of Information

Thank you for the information given on this form. The information provided will be used to assess your application for discount. We may check information provided by you, or information about you provided by a third party, with other information held by us. We may also get information from third parties, or give information to them to check the accuracy of information, to prevent or detect crime, or to protect public funds in other ways, as permitted by law. These third parties include Government Departments and Local Authorities. We will not disclose information about you to anyone outside Stockton-on-Tees Borough Council or use information about you for other purposes unless the law permits us to. Stockton-on Tees Borough Council is the Data Controller for the purposes of the Data Protection Act 1998. If you want to know more about what information we have about you, or the way we use your information, please do not hesitate to contact us.

Please tell us what you think

We would like to know what you think about the standard of service we provide. Is there anything that concerns you about our service? If you have any comments good or bad, or any suggestions that would have helped make this application form easier to complete or understand, please let us know below.

Please return your completed form to: Taxation Division
PO Box 410,
Kingsway House,
West Precinct, Billingham
TS23 2YD
Telephone: (01642) 397108
Fax: (01642) 526813
Minicom: (01642) 526844
Email: council.tax@stockton.gov.uk

AWARDED TO THE
TAXATION DIVISION IN 2004



CUSTOMER SERVICE EXCELLENCE



INVESTOR IN PEOPLE