

**Please Ask For:** Customer Services  
**Tel:** 01626 215000  
**Email:** revandbens@teignbridge.gov.uk



Property Address:

Account Number:  
Property Number:  
Date:

### **Application for Student Discount**

Students on a full time course of education or on a qualifying course of education will not be counted for Council Tax when looking at the number of adults resident in the household for discount purposes.

Council Tax assumes there are at least two adults over 18 years of age living in a household. However, students are not counted when looking at the number of adults in the property. Therefore if you ignore anyone who is a student, as detailed below, your bill will be as if only one adult lives at the property and is reduced by 25%.

If all the occupiers are students, as detailed below, your bill will be reduced by 100%.

For Council Tax purposes, the term "Student" covers: -

- Any person attending a university, polytechnic or college and studying for more than 21 hours a week for periods of at least 24 weeks a year. The course must last for at least one academic or calendar year at a prescribed educational establishment.
- A young person under the age of 20, studying for more than three months and at least 12 hours a week, for any qualification up to A level, Ordinary National Certificate or Ordinary National Diploma standard.
- Student nurses studying academic courses or who are on "Project 2000" courses
- A foreign language assistant registered with the Central Bureau for Educational Visits and Exchanges.

Unfortunately you are not considered a student for council tax purposes if you are doing a correspondence course, evening class or course in connection with your job or you are a student who is no longer enrolled on a full-time course but are still writing your thesis.

If you wish to apply for student discount then please complete and return the form overleaf, **together with a student certificate for each student** and your claim for discount will be considered. If an adjustment is made an amended Council Tax bill will be issued.

**If you need this letter in another language, print size or colour, braille, BSL, as an e-mail attachment, MP3 file or disk - phone 01626 215818 or e-mail: [equality@teignbridge.gov.uk](mailto:equality@teignbridge.gov.uk)**

1) Please list in the box below all the people aged 18 years or over who live in the property. If you do not have sufficient space then please continue on a separate sheet of paper

| Title | First Names | Surname | Date of Birth | Student  |
|-------|-------------|---------|---------------|----------|
|       |             |         |               | Yes / No |
|       |             |         |               | Yes / No |
|       |             |         |               | Yes / No |
|       |             |         |               | Yes / No |

2) If you have indicated in the box above that the occupier is a student, please give further details in the box below.

| Names of students in your dwelling | Name of course | Is the course full or part time | Start date | End date |
|------------------------------------|----------------|---------------------------------|------------|----------|
|                                    |                | Full / Part                     | / /        | / /      |
|                                    |                | Full / Part                     | / /        | / /      |
|                                    |                | Full / Part                     | / /        | / /      |

**A student certificate must be supplied to support this application for each student otherwise your application cannot be considered**

A student certificate can be obtained from your college or university who have a duty to supply a certificate on request. The student certificate must include the name and address of the education establishment, the full name and date of birth of the student, the course name and length of course together with course start and end dates for the current academic year. **A student acceptance, loan or grant letter will not be accepted as a student certificate.**

**NOTE:**  
 1) The information you have given on this form will be put onto a computer system, registered under the 1998 Data Protection Act.  
 2) This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.  
 For more information contact Customer Services on 01626 215000 or [www.teignbridge.gov.uk](http://www.teignbridge.gov.uk)

**Declaration**

I understand that if I give false information or fail to tell the Council of any change within 21 days which affects my discount entitlement, I could be liable to a penalty and/or prosecution under the Theft Act 1968. The Council will make enquiries, if deemed necessary, to check the information given and if the discount has been claimed in error it will be cancelled with effect from the appropriate date.

Signed \_\_\_\_\_ Date \_\_\_\_\_ Telephone \_\_\_\_\_