

LGSS COUNCIL TAX DISCOUNT APPLICATION – STUDENT

Students may, in certain circumstances, be disregarded for the purposes of calculating the number of adult residents at a property.

Where there is only one adult resident, or the number is reduced to one or zero after deducting disregarded persons a discount from Council Tax may apply.

If you think that a discount may be applicable, please complete this form and submit it to the address at the top of this letter or scan a copy to the email address at the bottom of this letter.

Items marked with an asterisk (*) must be completed.

SECTION 1 – PROPERTY GIVING RISE TO THE CHARGE	
Address*	
Total number of adult residents in the property (aged 18 or over)*	
SECTION 2 – APPLICANT (The Person liable to pay the Council Tax)	
Title*	
Forename*	
Surname*	
Address (if different from above)	
Telephone Number*	
Mobile Number	
Email Address*	
Reference Number	
SECTION 3 – STUDENT	
Title*	
Forename*	
Surname*	

Telephone: 01908 253794

Email: counciltax@milton-keynes.gov.uk

Website: <http://milton-keynes.gov.uk/Council-Tax>

Date of Birth	
SECTION 4 – ABOUT THE COURSE	
Name of Establishment*	
Address of Establishment*	
Course Title*	
Date Course Started*	
Expected Finish Date*	
Number of weeks you are required to attend each year*	
Number of hours per week you are required to study (including lectures and private study)	
<p>IMPORTANT NOTICE: Please note that evidence of status as a Student, such as a certificate or letter from a tutor confirming the start and expected completion date of the course, must be enclosed with this application.</p> <p>Unless relevant proof, as requested above, is enclosed when returning this form, the application for student disregard <u>cannot</u> be processed. You therefore must ensure that your Student Certificate (or other suitable evidence that you have actually enrolled on the course - but not just your "offer" of a university place or grant application) is attached.</p>	

Declaration

I confirm that the information given above is, to the best of my knowledge, true and accurate. I also undertake to notify the Council within 21 days of any change of circumstances which may affect my entitlement to the discount or exemption and that failure to do so may result in a £70 penalty being incurred.

Milton Keynes Council collects and uses information about you to calculate and collect the Tax in accordance with The Local Government & Finance Act 1992. Full details about how we use this data and the rights you have around this can be found at www.milton-keynes.gov.uk/privacy

If you have any data protection queries, please contact the Data protection officer at data.protection@milton-keynes.gov.uk. For more information please read our corporate [Data Protection statement](#) and/or the [Council Tax Privacy Notice](#).

Full Name (BLOCK CAPITALS)	
Signature	
Date	
Telephone	