

COUNCIL TAX DISCOUNT APPLICATION FORM – UNDER 20 YEARS OF AGE IN FURTHER EDUCATION

18 year olds for whom Child Benefit is still payable and students under 20 years old in further education, 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 residents 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 or the form will be rejected.

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 the above)	
Telephone Number*	
Mobile Number	
Reference Number	
Email Address*	
SECTION 3 – PERSON FOR WHOM DISCOUNT APPLICATION IS MADE	
Title*	
Forename*	
Surname*	
Date of Birth*	
SECTION 4 – EDUCATION ESTABLISHMENT	
Name of Establishment*	
Address of Establishment*	

Telephone: 01908 253794

Email: counciltax@milton-keynes.gov.uk

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

SECTION 5 – CHILD BENEFIT	
Child Benefit Reference Number	
Date when benefit is expected to cease	
Expected date when current course ends*	
One of the following must be enclosed with this form as evidence	
<ol style="list-style-type: none"> 1. Child Benefit award letter 2. Proof of Child Benefit being received 	
SECTION 6 – STUDENT UNDER 20 YEARS OLD IN FURTHER EDUCATION	
Course Title*	
Start Date of Course(s)*	
Expected End Date*	
Number of hours studied per week	
Normal times of study:	From: _____ To: _____
SECTION 7 – TO BE COMPLETED BY HEAD TEACHER OR COLLEGE CERTIFICATE OFFICER	
<p><i>I confirm that the details given in section 6 are true to the best of my knowledge and that the course is NOT being undertaken as part of one of the following schemes:</i></p> <ul style="list-style-type: none"> • Youth Training Scheme • Employment Training • Employment Rehabilitation • Individual Training throughout with an Employer • Professional Training Scheme • Special Training Provision • Youth Training or Community Industry 	
Signature of Head Teacher or College Certificate Officer	
Date	
Stamp of Education	

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	

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