

COUNCIL TAX APPLICATION: 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 to calculate the number of adult residents at a property.

Where there is only one adult resident or the number of 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.

PART 1 – Applicant (the person liable to pay the Council Tax)

Name:

Address:

Council Tax Reference:

Contact Number:

Email Address:

The total number of adult residents in the property (aged 18 or over)

PART 2 – The person/s for whom the discount is for.

Name:

Date of Birth:

Their relationship with you:

Please turn over >

PART 3 – Educational Establishment and Course Information

Name of Establishment:	
Address of Establishment:	
Course Title:	
Start Date of Course:	
Expected End Date:	
Number of hours studied per week:	

PART 5 – Child Benefit

Child Benefit Reference Number:	
Date when the benefit is expected to end:	
Expected date when the current course ends:	

Evidence Requirements - One of the following must be enclosed with this form:

- **Child Benefit Award Letter (*Original or Copy*)**
- **Proof of Child Benefit being received**

PART 5 - 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

Signature	
Date	

Please note - Part 6 must be completed by the education establishment

PART 6 – Declaration From Educational Establishment (To be completed by Head Teacher or College Certificate Officer)

I confirm that the details given above are true to the best of my knowledge and that the course is NOT being undertaken as part of one of the following schemes:

- 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:

Full Name:

Position:

Date:

Stamp of Education Establishment:

Please return your completed application by post to the address below or email a copy to us at counciltax@milton-keynes.gov.uk.