

**APPLICATION FOR A COUNCIL
TAX DISCOUNT - STUDENT**
To be completed by the Council Taxpayer



Telephone: 01452 396495
 Email: revenues@gloucester.gov.uk
 Website: www.gloucester.gov.uk

Please read the notes shown overleaf before you complete the form below.

Full name and address *(Block capitals)*
 of Council Taxpayer

Section 1 – Please list all residents in the property aged over 18

Name	Date of Birth	Date moved in	Full-Time Student (Y/N)

Section 2 – Student Details

Name of student	Name of College/University	Start date of course	End date of course

In order to award the discount you must provide a student exemption certificate for each student. These can be provided by your college/university administrations office.

Declaration(s)

To be signed by the council taxpayer:

I declare that the information given is correct. I do not object to the council making any necessary enquiries to check this information.

Signature:

Date:

Daytime telephone number:

Please send this form back along with all the required exemption certificates to the address at the bottom of this letter.

NOTES

The following groups qualify as students:

- a) A person undertaking a full-time course of education at a university, polytechnic, college, theological college, or other institution established solely for further and higher education.

A full-time course is defined as one which lasts for at least one year, and requires attendance for 24 weeks in that year. During that attendance period the time given to study, tuition and course related work experience must be at least 21 hours per week. Academic studies, and not work experience, must form the greater part of the course as a whole.

- b) A person aged under 20 undertaking a qualifying course of education. Such a course is one which involves study for at least 12 hours per week, mainly between the hours of 8.00 a.m. and 5.30 p.m. lasts for at least three months and which is not a course of higher education. The discount status does not apply to students undertaking a course mainly by correspondence, not to persons studying as a consequence of their employment; for example an employee required to attend a work-related course of study would not normally be disregarded for discount purposes.

- c) A person working as a foreign language assistant, and registered as such with the British Council, 10 Spring Gardens, London SW1A 2BN. This is a narrowly defined category and would not normally extend for example to 'au pairs'.