

## Council Tax

### Exempt Dwellings

#### CLASS K EXEMPTION

**NAME:**

**ADDRESS:**

COUNCIL TAX PROPERTY EXEMPTION FORM  
(DWELLING LEFT UNOCCUPIED BY A STUDENT {STUDENTS})

This form will help the Council determine whether your property should be exempt from Council Tax. It will also assist the Council in determining from when, or up to, which date the exemption should apply.

To qualify the property must be unoccupied and it must have been the sole or main residence of the owner who is a student and that no one else, other than students lived there. The student must be a 'qualifying person', that is he or she must be the person who would be liable to pay the Council Tax if it were not for the exemption. In some cases the qualifying person may not have become a student until after changing their main residence, in which case he or she must have become a student within six weeks of leaving the property for the exemption to apply. The exemption only continues for so long as the person remains a student.

#### PLEASE READ THE ADDITIONAL NOTES BEFORE COMPLETING THIS FORM

Was the dwelling last occupied by you on the day before you became a student?  
YES/NO

Name and address of educational establishment you attend: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name of course: \_\_\_\_\_

Date course started: \_\_\_\_\_ Date course ceases: \_\_\_\_\_

#### DECLARATION

I understand that the Council may wish to check the information I have given. I will tell the Council immediately about changes in the status of the property. I understand that under the Local Government Finance Act 1992, anyone giving false information could be prosecuted or face imposition of penalties. As far as I know the information I have given is true and accurate.

**SIGNED** \_\_\_\_\_ **DATED** \_\_\_\_\_

N.B. This information may be used by the Council for other relevant purposes.

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#### **ADDITIONAL NOTES**

For the purposes of Council Tax a student is:

1. Any person who is enrolled in a full time-time course of education at a prescribed educational establishment.
2. A person under the age of 20 undertaking a qualifying course of education (one which subsists for at least three calender months and at least 12 hours per week and is not a course of higher education). Evening classes and job-related training do not qualify.
3. A foreign language assistant who is treated as students during any period they are appointed as such at a school or other educational establishment in Great Britain.

The course must be one which persons undertaking it are normally required to attend for periods of at least 24 weeks in each academic or calender year, and the nature of which is such that a person undertaking it would normally require to undertake periods of study, tuiton or work experience which together amount in each such academic or calender year to an average of at least 21 hours per week.

Prescribed educational establishments are:

1. A university (including a constituent college, school or other institution of a university).
2. A central institution or college of education in Scotland.
3. A college of education in Northern Ireland.
4. An institution within the PCFC funding sector for the purposes of the Education Reform Act 1988.
5. A theological college.
6. Any other institution in England or Wales established solely or mainly to provide courses of further education.
7. Any other institution in Scotland or Northern Ireland established solely or mainly to provide courses of further education.
8. An institution accredited by the Teacher Training Agency or, in Wales, by the Higher Education Funding Council for Wales.

These notes are not exhaustive. If you still have any queries please contact the Council Tax section on the telephone number shown above.