Council Tax reduction:
Full time students

Some students may be ignored for Council Tax purposes. This may result in a lower bill, depending on the number of other occupiers. In some cases you will be able to provide all the information we need to work out whether we can give you a reduction. In others you will have to ask the school or college to confirm some details.

We will deal with your application as quickly as possible. If this results in a reduction in your Council Tax we will send you an amended bill. If it does not, we will send you the reasons in writing.

If you are a full time student of higher education (e.g. a degree course) or you are a student nurse, please complete this form and return it, together with your student certificate or proof of full time education.

Your application will not be considered unless a certificate or proof is supplied for each student.

If you receive child benefit for an occupant who is over 18, or if the student is 18 or 19 years old and in further education at school or college please complete the form for 18 to 19 year olds still at full time school.

If there are more than four students, please provide the same details for the remaining students.

Please note: It is a criminal offence to claim a reduction you are not entitled to. The Council will take action against anyone it discovers falsely claiming a discount. You must tell us of any change of circumstances which may affect your entitlement to a discount.

Please download this form, complete it and scan or photograph it and return it to revs@enfield.gov.uk. In the subject of your email, please ensure that you include your Council Tax account number (if you have one) inside chevron brackets, for example <12345678>.

Alternatively, please post the completed form to:

Financial Assessment
London Borough of Enfield
PO Box 63
Civic Centre
Silver Street
Enfield
Middlesex
EN1 3XW

We will deal with your application as quickly as possible and send you the result in writing.
**Council Tax reduction: Full time students**

**Council Tax Account or Benefit Case number:**  
........................................................................................................

**To be completed for all applications.**  
Please write in black ink.

**Property Details**  
1. Property address:  
........................................................................................................

   **Postcode:**  
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2. Number of occupiers aged 18 and over:  
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3. Number students:  
........................................................................................................

**Tenancy Details** (Please complete if you are renting the property) *delete as applicable  
4. Date tenancy started:  
........................................................................................................

5. Date tenancy due to end:  
........................................................................................................

6. Landlord/agent* name:  
........................................................................................................

7. Landlord/agent* address:  
........................................................................................................

   **Postcode:**  
........................................................................................................

I confirm that the information I have provided is correct to the best of my knowledge.  
**Signed:**  
........................................................................................................

**Print Name:**  
........................................................................................................

**Date:**  
........................................................................................................

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**Student 1**

1. Full name:  
........................................................................................................

2. Place of education:  
........................................................................................................

3. Duration of course:  
   **Start** .........................................../...........................................  
   **End** .........................................../...........................................

4. Previous address:  
........................................................................................................

   **Postcode:**  
........................................................................................................

5. Date of birth if under 20:  
........................................................................................................

6. Does this person have a spouse or dependant who is not a British citizen living in this country, whose terms of leave to enter or remain in the UK prevent him or her from taking paid employment or from claiming benefit?  
   **Yes** □  **No** □

   If “Yes”, please provide the following information and a copy of their passport endorsement or similar:  
   **Name:**  
   ........................................................................................................

   **Relationship to student 1:**  
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**Student 2**

1. Full name:  
........................................................................................................

2. Place of education:  
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3. Duration of course:  
   **Start** .........................................../...........................................  
   **End** .........................................../...........................................

4. Previous address:  
........................................................................................................

   **Postcode:**  
........................................................................................................

5. Date of birth if under 20:  
........................................................................................................

6. Does this person have a spouse or dependant who is not a British citizen living in this country, whose terms of leave to enter or remain in the UK prevent him or her from taking paid employment or from claiming benefit?  
   **Yes** □  **No** □

   If “Yes”, please provide the following information and a copy of their passport endorsement or similar:  
   **Name:**  
   ........................................................................................................

   **Relationship to student 2:**  
   ........................................................................................................