



Comhairle nan Eilean Siar

Sandwick Rd, Stornoway, HS1 2BW

Telephone: 01851 600502

COUNCIL TAX – STUDENT EXEMPTION/DISREGARD (including student nurses)

Council Tax Ref. No.	
Property Address	

Students may be disregarded for the purposes of calculating Council Tax discount or entitled to exemption from Council Tax where **ALL** the occupants of a property are students or their dependants.

Please complete this form and return it to the address above.
Any additional information should be provided in the section overleaf.

1. Details of student

- a) Name _____
- b) Date of birth (if under 18) ____/____/____

2. Details of course of study –

Certificate to be completed by college or university etc.

I confirm that the above-named person is undertaking the following course and

- is required to attend for 24 weeks or more each year;
- is ordinarily required to undertake periods of study or tuition for an average of at least 21 hours a week;
- and the course lasts for at least one academic year.

Name of course _____

Level/ type of qualification _____

Name & address of university/college etc _____

Start date of course ____/____/____

End date of course ____/____/____

Certified by (please print name) _____

Position _____

Signature _____

Date ____/____/____

(please continue overleaf)

3. Property occupancy details

Please give details of ALL the people living at the property who are over 18 years old or who will become 18 within the next 12 months.

Name	Please tick all boxes that apply			Date of birth if under 18
	Student	Spouse/partner	Dependant	

Please note that we require a certificate from the university/college etc (see front of this form) for ALL students living in the property. This authority is required by law to protect the public funds it administers. It may share information provided to it with other bodies responsible for auditing or administering public funds, in order to prevent and detect fraud.
More information can be found at <https://www.cne-siar.gov.uk/your-council/data-protection/>

Additional Information

The particulars shown on this form are true, accurate and complete to the best of my knowledge. Any changes in circumstance that may affect Council Tax liability will be notified to Comhairle nan Eilean Siar immediately.

(By law the person liable to pay Council Tax is obliged to inform the Comhairle of any change in circumstances which may affect the charge.)

Signed _____ Date ____/____/____

Name _____ phone _____

mobile _____
(In case we need to contact you)

Email Address _____

Forms can be returned by mail to the address shown above or scanned and returned by email to counciltax@cne-siar.gov.uk