

# Council Tax

## For Home Students

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This leaflet is intended for Home Students. International Students should read our leaflet Council Tax for International Students.

The following rules are complex. If you are unsure of your status please seek further advice from us.

### **A. What is Council Tax?**

The Council Tax is a property tax, which is set by the local authority. The amount you pay depends on the value of the property and the number of adults, aged 18 or over, who live there and their individual circumstances.

### **B. Do I have to pay?**

Most full-time students who live with other full-time students are exempt from the Council Tax. However, you still need to provide evidence to your local authority, please see Section G.

You will also be automatically exempt from the Council Tax, regardless of your status, if you live in University accommodation, including halls of residence or flats, and in Newcastle, private properties managed by the University.

### **C. Who counts as a Full-time Student?**

For Council Tax purposes a full-time student is anyone enrolled on a full-time course of education that last for at least one academic year and involves study, tuition or work experience of at least 21 hours per week.

You are counted as being a student throughout your course, from the day you start your course until the day you complete, abandon or are dismissed from it, including all the vacations between these dates. This means that once you cease to be a student you will be liable for the Council Tax.

If you suspend your course due to illness or personal circumstances, then you may still be treated as a full-time student and so exempt from Council Tax. Please seek advice from the Student Advice Centre.

### **D. I am a full-time student but I live with people who are not full-time students - am I liable to pay?**

Generally, if you are living with other adults who are not full-time students then the property will be liable for council tax. However, you are not liable for that bill and therefore should not have to contribute as long as the other adults are not part of your family, If you are living with members of your family, see Section F.

### **E. I am a part-time student - will I be liable to pay?**

Most part-time students will be liable to pay Council Tax depending on where and who they live with. Your local authority may however be willing to treat you as full-time student in the following circumstances but you will need to seek further advice from us.

- If you have come to the end of your course and have registered part-time in order to write up your thesis.

- If you have been allowed to register part-time due to illness or personal circumstances.

#### **F. Will I be entitled to any help towards my Council Tax?**

There are 3 main areas of help:

1. Certain students can claim Council Tax Benefit.

These are:

- Students in receipt of Income Support or Income-based Job Seekers Allowance.
- Student with dependant children.
- Students with a disability or long term illness who meet certain conditions.
- Students aged 60 or more.
- If you have a partner who is not a full-time student, s/he may be able to claim for both of you instead.

You will only qualify for help if your income is low enough. Student loans and other specified grants are taken into account as income and are treated as covering the whole year apart from the summer vacation. Therefore if you do not qualify during term time, you could try again during the summer vacation.

2. If you do not qualify for Council Tax Benefit, there is a further benefit called, Second Adult Rebate, but this is only payable if you live with other people with specific circumstances.
3. If you live alone, or only one person in the household is liable for Council Tax, you may be entitled to 25% discount from your bill.

#### **G. What information do I need to give to the Council?**

Students living within Newcastle City Council area can apply for exemption using an on line form available at

[http://www.newcastle.gov.uk/core.nsf/a/cto\\_nlineforms](http://www.newcastle.gov.uk/core.nsf/a/cto_nlineforms)

**Undergraduate Students** living outside the Newcastle area can obtain Council Tax Exemption Certificates from the Registrars Office at 6 Kensington Terrace.

**Postgraduate Students** can obtain certificates from their Postgraduate Faculty Office.

You then hand or send your certificates to your local Council.

#### **H. What happens if I don't pay my Council Tax?**

If you are liable for the Council Tax but refuse to pay, the local authority will usually start proceedings to recover the money. If you encounter any problems or face difficulty paying your bill please seek further advice as soon as possible.

You can access our Website at [www.union.society.co.uk/sac](http://www.union.society.co.uk/sac)

The Student Advice Centre  
 Union Society  
 Kings Walk  
 Newcastle University  
 Phone: 0191 239 3979  
 Email: [sac.reception@ncl.ac.uk](mailto:sac.reception@ncl.ac.uk)

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