

COUNCIL TAX STUDENT CONFIRMATION CERTIFICATE

Please enter College/University name and address in the box below :-

SHETLAND ISLANDS COUNCIL

Finance

Charlotte House

Commercial Road

Lerwick

Shetland

ZE1 0LX



Tel: (01595) 744683 (Direct Line)

This form must be taken by the student to the College/University for completion, and is required in order to assist the Council with regard to a disregard/exemption application in respect of the student named below.

In order to qualify for the disregard/exemption, the person must be a full-time student.

For your information, Council Tax legislation states that for a person to be considered a full-time student, they must attend a full-time course of education which:

1. Subsists for at least one academic year, and
2. Normally requires attendance for at least 24 weeks in each year, and
3. Requires study, tuition or work experience for an average of 21 hours per week.

SECTION A: Student's Name and Address

Student's Full Name _____

Student's Home Address _____

SECTION B: Details of Course of Education undertaken

Please give details below of the course of education being undertaken by the student

Date course commenced ____ / ____ / ____ Date course expected to cease ____ / ____ / ____

SECTION C: Certification by College/University

I declare that the information given above is correct.

SIGNATURE _____ **DATE** _____

POSITION OF SIGNATORY _____ **CONTACT TEL NO:** _____