

# Housing Benefit and Council Tax Reduction For Students



## What is Housing Benefit?

Housing Benefit is a Government scheme, managed by the council, to help you pay your rent.

You can claim housing benefit if you pay rent to one of the following.

- > A private landlord or factor.
- > A housing association.
- > Glasgow Housing Association (GHA).
- > An educational establishment.

Or you live in:

- > shared accommodation with a householder to whom you have agreed to pay rent;
- > lodgings and pay an amount towards the rent.

## Type of student

You can claim if you are:

- > a part time student The course must be recognised as a part time course. You will not be eligible if you are studying a full time course on a part time basis;
- > a pensioner;
- > a lone parent student;
- > a disabled student ;
- > a student who receives income support or

Jobseekers Allowance Income Based, or Employment and Support Allowance Income Related;

- > a student couple, when one or both of you are responsible for a dependant child or children;
- > a student who is solely responsible for children boarded out by a local authority or voluntary organisation;
- > a student, aged under 22 years, who is studying a further education course, for example SCE Highers or standard grades. You must be under 22 years old when you were accepted on, enrolled on or started your course;
- > a partner of a student, if the tenancy is in their name or not. The partner must not be a student;
- > student couples with dependant children studying full time if renting accommodation from the educational establishment;
- > a part time student considered to be in a vulnerable group for example a lone parent or disabled student.

## Disabled Students

You can claim if you receive:

- > Attendance Allowance;
- > Disability Living Allowance or Personal Independence payments;



- > Mobility Supplement;
- > Incapacity Benefit - Long Term Rate;
- > Severe Disablement Allowance;
- > A Disabled Students Allowance (DSA) included in your grant because of deafness, or you are registered blind.

## Other students who may claim

If you have a break in your studies because of illness or caring responsibilities you can claim Housing Benefit and Council Tax Reduction (HB and CTR).

The following conditions will apply.

- > Your educational establishment must have approved the break from studies.
- > You must have recovered from the illness or your caring responsibility has ended.
- > Your educational establishment will not allow you to rejoin the course until a later date.
- > You are not eligible for a student loan.

If you find yourself in these circumstances you can claim HB and, or CTR.

Your educational establishment will also have to confirm:

- > your study break is either due to illness or caring responsibilities;
- > your educational establishment has agreed to your study break; and
- > the date you will be rejoining the course.

## Who can't claim?

You can't claim housing benefit

- > if you are not in one of the previously listed categories
- > if you live in your parent's home

## Assessing your Housing Benefit

The main factors taken into account in assessing your Housing Benefit are:

- > the amount you pay in rent after charges for food, heating, lighting, hot water and any other optional services are deducted;
- > your circumstances, for example your marital status, size of family and so on;
- > your income including:
  - grants and sponsorship
  - parental contributions
  - income from covenants
  - student loans
  - bursaries
  - student access funds
  - net wages
  - capital.

Some weekly amounts are disregarded when calculating your entitlement depending on your circumstances.

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### About your family circumstances

Housing Benefit is calculated by comparing your income with your applicable amount or personal allowance. This is the amount which the Government reckons you need to exist on every week.

Your applicable amount is increased to take account of the number of dependants you have including your spouse or partner and children. An additional allowance is given to the seriously ill or disabled.

Standard deductions will be made from housing benefit entitlement, for grown up family members or lodgers living in the household unless they are students, on a Skillseeker Training Programme or are aged 16 or 17.

### Council Tax Reduction

Most full-time students will not have to pay Council Tax, water or waste water charges due to being exempt; so they will not be entitled to Council Tax Reduction.

However, a full-time student who has a Council Tax liability for example because they own or are the tenant of a house which they share with a non-student(s), may be entitled to Council Tax reduction - particularly if the non-student has a low income.

Glasgow City Council Customer and Business Services administer Council Tax Reduction for Housing Association tenants, private tenants, owner and occupiers and their partners.

### Council Tax Reduction - second adult rebate

You may also qualify for a second adult rebate if you are the non-dependant of a claimant or a student claimant. However, a Council Tax student discount would be more advantageous.

### How to claim Housing Benefit and or Council Tax Reduction

You need to fill in the Housing Benefit or Council Tax Reduction application form and student supplement.

You can apply online or download the relevant forms at: [www.glasgow.gov.uk/ben](http://www.glasgow.gov.uk/ben)

Or phone **0141 287 5050** or call into any of the local centres.

If you fill in a paper form mail it to:  
**PO Box 36, Glasgow, G1 1JE**

Addresses of local centres are available at:  
[www.glasgow.gov.uk/ben](http://www.glasgow.gov.uk/ben)

You need to make sure all supporting evidence asked for in the application form is sent in with your application.

Important information: You must only provide original documents. We will not accept photocopies.

### What happens next?

Following your application we will inform you in writing to let you know if you have qualified or failed to qualify for Housing Benefit and, or Council Tax Reduction.

The letter will fully explain what you are entitled to and the process for receiving it.

### Don't delay – apply now

If you delay your application this may result in a loss of benefit and or a reduction.

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**PAY UP**  
FOR GLASGOW

