

Rates Relief

As part of the introduction of a new rates system on 1 April 2007 Government has made arrangements whereby students can seek exemption from paying rates (this is known as rates relief).

To be eligible for rates relief students must be enrolled on a full-time course and live in a property which is solely occupied by students.

To claim rates relief students must complete the appropriate application form which can be obtained from the Land and Property Services Agency by telephoning 0845 300 6360 or by downloading it from

www.helpwithratesni.gov.uk

Please note that forms are not available from the University.

When submitting the form to the Land and Property Services Agency students must include documentation from the University confirming that they are enrolled on a full-time course in the academic year for which they are claiming rates relief. You must attach a copy of this documentation to the application form when you send it to the Land and Property Services Agency. Provided you have completed enrolment for the academic year concerned, you may obtain suitable proof of your student status by going into your record on the Web at <http://ssb.ulster.ac.uk> and selecting the option for Rates Relief. You can then print out a statement of enrolment.

Remember that you need your new ID number and personal identification number (PIN) to access your record.

You may also obtain a form from the Land and Property Services Agency which you can complete and bring to the Registry Office where it will be endorsed to confirm that you are a registered full-time student. However, a charge of £5 will be made to cover the cost of providing this additional service so it is recommended that you use one of the other options described above.

Students who are living in University managed accommodation do not need to apply for rates relief as this accommodation is exempt and students do not pay any rates.