

**MONMOUTHSHIRE COUNTY COUNCIL
POST 16 CONCESSIONARY TRANSPORT
APPLICATION FORM
2015/2016**

Official Use

Amount Payable

IMPORTANT: PLEASE READ INFORMATION SHEET BEFORE COMPLETING THE APPLICATION FORM AND ENSURE SECTIONS 2 & 3 ARE COMPLETED OVERLEAF

Official Use Only	Assessing Officer	Date
Contractor	Contract Number	

SECTION 1 (TO BE COMPLETED IN BLOCK CAPITAL LETTERS BY THE STUDENT)

Surname	Forename(s)	
Address	Post Code	
Email Address		
Date of Birth	Telephone Number(s)	
School/College		
Full title of course(s) and subjects enrolled on	Year of course 1 st / 2 nd / 3 rd	
	Length of course (Number of years)	
Have you been accepted?	Definitely / Provisionally	Is it a full time course? Yes / No
School/Educational Establishment last attended in 2014/2015		
Dates attended	From	To
Student's Signature _____	Date _____	

SECTION 2 PARENT/CARER DECLARATION

I hereby declare that:

- The information given on this form is accurate and complete to the best of my knowledge and belief. **I undertake to notify the Council immediately, in writing, of any changes to the above** as a re-assessment of the claim will be required and this may affect outstanding transport costs payable by you (£380/£190 per academic year) that has been awarded.
- In signing this declaration I agree that transport costs must be paid in full and deductions in costs will not be made.
- I am also agreeable to any investigation being made as to the accuracy of the information given including contacting the Department for Work & Pensions.

Signature of Parent/Carer _____ Date _____

SECTION 3 (TO BE COMPLETED IN BLOCK CAPITAL LETTERS BY PARENT/CARER)

Surname		Forename(s)	Mr / Mrs / Miss / Ms (Delete as appropriate)
Address			
		Post Code	
Telephone Number(s)		National Insurance Number (Only if you are claiming in Section 4)	
Email Address			
Relationship to Pupil			

SECTION 4**Means Testing Criteria for Discounted Post 16 Transport**

1. Are you in receipt of Income Support or Income Based Job Seekers Allowance? A letter confirming you are on Job Seekers Allowance and the award notice from HM Revenue and Customs must be provided.
2. Are you receiving Child Tax Credit but **NOT** Working Tax Credit and your annual household income is less than £16,190 (subject to review)? A copy of the award notice from HM Revenue and Customs must be provided.
3. Are you receiving the guarantee element of State Pension Credit? Pension Credit M1000 Award Notice must be provided.
4. Are you receiving support under Part VI of the Immigration & Asylum Act 1999? Confirmation letter must be provided.
5. Are you receiving Support Income Related Employment and Support Allowance?

Check List for Section 4**Please tick below documents enclosed**

1	YES	
2	YES	
3	YES	
4	YES	
5	YES	

PLEASE NOTE THAT AN APPLICATION FORM MUST BE COMPLETED EVERY ACADEMIC YEAR TO QUALIFY FOR POST 16 CONCESSIONARY TRANSPORT.

This form must be completed and returned to Monmouthshire County Council, Chief Executive Directorate, Operations Department, PO Box 106, Caldicot, NP26 9AN or email passengertransportunit@monmouthshire.gov.uk by 31st July 2015 if applying for 2015/2016 academic year.