



**HM Revenue  
& Customs**

# Child Benefit for young people aged 16 or over

**For use from April 2011**

Please keep these notes for future reference

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These notes are for guidance only and are not an authoritative statement of the law. They do not affect any right of appeal.

## About these notes

These notes tell you about getting Child Benefit for young people aged 16 or over who are in full-time non advanced education or approved training.

### Introduction

We can continue to pay Child Benefit for a young person aged 16 or over if the young person can be treated as a 'Qualifying Young Person'. These notes explain what we mean by 'Qualifying Young Person' and will help you to decide what to do next.

These notes also tell you about some of the changes that can affect the amount of money we pay you. **Please read these notes carefully** and keep them in a safe place. You may need to look at them again.

Other changes you must tell us about are listed in the Payment Advice Notes. You must tell us straight away if any of these changes happen. If you do not and you are paid too much, we may ask you to pay this money back.

If you are getting Child Tax Credit it is important you also tell the Tax Credit Office of any changes as soon as possible. You can do this by phoning the Tax Credit Helpline on **0845 300 3900**. If you have speech or hearing difficulties and use a text phone, the phone number is **0845 300 3909**.

# About Child Benefit for young people

We usually pay Child Benefit for a young person up to the Monday following 31 August after their 16th birthday, if they do not intend to stay on in full-time non advanced education or approved training.

We can continue to pay Child Benefit for a young person aged 16, 17, 18 or 19 if they can be treated as a 'Qualifying Young Person'.

## Qualifying Young Person

A Qualifying Young Person is someone who is:

- 16, 17, 18 or 19 years old **and**
  - in full-time non advanced education. We explain what we mean by full-time non advanced education on page 5. See 'About full-time non advanced education' or
  - in approved training. We explain what we mean by approved training on page 5. See 'About approved training' **or**
- aged 16 or 17 and has left full-time non advanced education or approved training, and has registered for further education, work or training with the Careers or Connexions Service (in Northern Ireland, the Department for Employment and Learning or an Education and Library Board). We explain what we mean by this on page 7. See 'Child Benefit extension period'.

### Important

We cannot pay Child Benefit:

- for a young person aged 16, 17, 18 or 19 who is in advanced education. We explain what we mean by advanced education, and list examples of it, on page 9. See 'About advanced education'
- for a young person aged 19 who enrolled on, was accepted for or started a course of full-time non advanced education or approved training after their 19th birthday if this follows a break in full time non advanced education
- after a young person has reached age 20. Child Benefit stops at age 20.

## About full-time non advanced education

We can pay Child Benefit for a young person aged 16, 17, 18 or 19 who is in full-time non advanced education at a school or college (or somewhere other than a school or college if, before the child's 16th birthday, they received education elsewhere). By full-time education we mean an average of more than 12 hours supervised study a week, during term time, not counting breaks for meals and homework. We do not mean courses or education provided by an employer or as part of a job contract. Examples of non advanced education are:

- GCSEs and qualifications up to and including A Level
- NVQ level 1, 2 or 3
- GNVQ Foundation, intermediate or advanced course
- BTEC National Diploma, National Certificate and 1st Diploma
- National Diploma
- Standard Grade (Scotland)
- SVQ level 1, 2 or 3
- Scottish Group Awards.

**This is not a complete list.**

## About approved training

We can pay Child Benefit for a young person aged 16, 17, 18 or 19 who are is approved training which is not provided by a contract of employment. Training is approved if it is provided under one of the following programmes:

### **In England**

- Entry to Employment
- Foundation Learning Programme
- Programme Led Apprenticeships

### **In Scotland**

- Get Ready for Work
- Skillseekers

### **In Wales**

- Skill Build
- Skill Build +
- Foundation Modern Apprenticeships

### **In Northern Ireland**

- Training for Success: Professional and Technical Training
- Jobskills and Programme Led Apprenticeships.

## Child Benefit for young people continuing in full-time non advanced education or approved training

We will pay Child Benefit for a young person up until the age of 20 as long as:

- they stay in full-time non advanced education or approved training **and**
- none of the changes listed under 'Changes that can affect the amount of Child Benefit we pay' happen. See page 9.

If the young person is 19, they must have been in continuous full-time non advanced education or approved training or must have been accepted or enrolled on the course before the age of 19.

## What happens when a young person leaves full-time non advanced education or approved training

When a young person aged 16, 17, 18 or 19 leaves full-time non advanced education or approved training, we usually stop paying Child Benefit a few weeks later, but see 'Changes that can affect the amount of Child Benefit we pay' on page 9. **You must tell us straight away if any of these changes happen.** If none of these changes happen, we will pay Child Benefit up to and including these dates:

- if full-time non advanced education or approved training finishes in June, July or August, the last Monday in August
- if full-time non advanced education or approved training finishes in September, October or November, the last Monday in November
- if full-time non advanced education or approved training finishes in December, January or February, the last Monday in February
- if full-time non advanced education or approved training finishes in March, April or May, the last Monday in May
- if the young person is in Scotland taking a 'higher certificate' or 'advanced higher certificate' and entered for exams that finish before the end of May, we can continue to pay Child Benefit until the last Monday in August.

But if the young person reaches age 20 before one of the dates shown above we will stop paying Child Benefit straight away.

If you are also getting Child Tax Credit, the amount of tax credit you get may change when your child leaves full-time non advanced education or approved training. Make sure you tell the Tax Credit Office as soon as possible by phoning their Helpline on **0845 300 3900**. If you have speech or hearing difficulties and use a text phone, the phone number is **0845 300 3909**.

The date full-time non advanced education or approved training ends is the official date the school, college or training provider says it ends. The only exception to this is where a young person intends to return to full-time non advanced education or approved training but changes their mind between courses or terms. In these circumstances you are asked to give the date the young person changed their mind.

### When a young person returns to full-time non advanced education or approved training

We may be able to pay you Child Benefit again if the young person returns to full-time non advanced education or approved training. If this happens please contact us again.

## Child Benefit extension period

Child Benefit can continue to be paid for up to 20 weeks from the date a young person leaves full-time non advanced education or approved training if the young person:

- is aged 16 or 17 **and**
- has not started paid work for 24 hours or more a week for which payment is expected or received **and**
- within 20 weeks of the young person leaving full-time non advanced education or approved training they have registered for further education, work or training with
  - the Careers Service or Connexions Service (in Northern Ireland, the Department for Employment and Learning or an Education and Library Board) or
  - any corresponding body in another European Union member State, **or**
- has been accepted to join the armed forces and is awaiting placement.

If you want to apply for this payment, please contact us. You must have been entitled to Child Benefit for the young person immediately before the extension period began and make your application within three months of the young person leaving full-time non advanced education or approved training.

We will only stop paying you if the young person:

- reaches age 18 during this time or
- starts working for 24 hours or more a week for which payment is received or expected or
- starts getting Income Support, Income-based Jobseeker's Allowance, Employment and Support Allowance, Incapacity Benefit or a tax credit
- stops being registered with the Careers Service or Connexions Service (in Northern Ireland, the Department for Employment and Learning or an Education and Library Board).

We may be able to pay Child Benefit for the young person again if their:

- paid work stops, or reduces to less than 24 hours a week or
- they stop getting Income Support, Income-based Jobseeker's Allowance, Employment and Support Allowance, Incapacity Benefit or a tax credit.

If this happens, please contact us again.

We may also be able to pay you Child Benefit again if the young person returns to full-time non advanced education or approved training.

# Changes that can affect the amount of Child Benefit we pay

You must tell us straight away if a young person:

- stays on in full-time non advanced education or approved training after the date you told us they were going to leave
- leaves full-time non advanced education or approved training earlier than the date you told us
- reduces the time they get supervised study to an average of 12 hours a week or less
- starts training which is not approved or approved training provided by a contract of employment. For a list of approved training see 'About approved training' on page 5
- leaves full-time non advanced education or approved training and starts working for 24 hours or more a week for which payment is received or expected
- starts to get a tax credit, Incapacity Benefit, Employment and Support Allowance, Income Support or Income-based Jobseeker's Allowance
- starts non advanced education provided by an employer
- starts being educated somewhere other than a school or college, for example, at home
- marries, forms a civil partnership, or starts to live with someone as if they are married or as a civil partner.

## About advanced education

You must also tell us straight away if a young person starts a course of advanced education. We cannot pay Child Benefit for young people aged 16, 17, 18 and 19 who are in advanced education. Examples of advanced education are:

- any course in preparation for a degree
- NVQ level 4 or above
- teacher training.

**This is not a complete list.**

## Young people who cannot attend full-time non advanced education or approved training

We may be able to pay Child Benefit for up to six months for a young person who is unable to go to school, college or training but there must be a good reason for their break in attendance.

For example:

- they are ill
- the school, college or training establishment is temporarily closed
- they are moving from one school, college or training establishment to another
- someone close to them is ill or has died
- they are pregnant.

If the reason is attributed to illness or disability, we can consider paying Child Benefit for a longer period.

You must tell us straight away if a young person aged 16 or over is unable to attend full-time non advanced education or approved training.

## Child Benefit for young people educated at home

We may be able to pay Child Benefit for a young person if they continue their non advanced further education at home. However, education at home must have started before the young person reached age 16. Please contact us for more information.

## Other changes

Remember, you must also tell us straight away if any of the other changes happen that are listed in the Payment Advice Notes.

If you are also getting Child Tax Credit, the amount of tax credit you get may change when your child leaves full-time non advanced education or approved training. Make sure you tell the Tax Credit Office as soon as possible by phoning their Helpline on **0845 300 3900**. If you have speech or hearing difficulties and use a text phone, the phone number is **0845 300 3909**.

### Important

If the young person does not intend to stay on in full-time non advanced education or approved training, you do not need to contact us unless:

- any of the changes listed under 'Changes that can affect the amount of Child Benefit we pay' happen. See page 9, or
- you want to apply for the 'Child Benefit extension period'. See page 7.

# How to contact us for help

To contact us:

- **If you are in the United Kingdom**

Helpline **0845 302 1444**

Minicom/Textphone **0845 302 1474**

If your preferred language is Welsh **0845 302 1489**

- **If you are overseas**

Helpline **00 44 161 210 3086**

Minicom/Textphone **00 44 191 225 1833**

For our opening hours go to [www.hmrc.gov.uk/contactus](http://www.hmrc.gov.uk/contactus)

- go to [www.hmrc.gov.uk/childbenefit](http://www.hmrc.gov.uk/childbenefit)

- write to us at

Child Benefit Office

PO Box 1

Newcastle upon Tyne

NE88 1AA

We can reply to you in a different format if you ask us to. For example, Braille, audio cassette, or large print.

When you contact us, please tell us your full name, your National Insurance number, your Child Benefit number and a daytime phone number.

## Your rights and obligations

*Your Charter* explains what you can expect from us and what we can expect from you. For more information go to [www.hmrc.gov.uk/charter](http://www.hmrc.gov.uk/charter)

These notes are for guidance only and reflect the position at the time of writing. They do not affect any right of appeal.

Customer Information Team

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