



HM Revenue  
& Customs

# Child Benefit for young people aged 16 or over

It's quick and easy to report a change to your  
Child Benefit online.

**[www.gov.uk/personal-tax-account](http://www.gov.uk/personal-tax-account)**

We'll confirm receipt of your change instantly.

**Report your change now or your  
payments may stop**

For use from October 2016

Keep these notes for future reference

**CHFTE Notes**

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We have a range of services for disabled people. These include guidance in Braille, audio and large print. Most of our forms are also available in large print. Please contact our helplines for more information.

## 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

You can continue to be entitled to Child Benefit for a young person aged 16 or over if they're a 'qualifying young person'. These notes explain what we mean by 'qualifying young person' and will help you decide what to do next.

These notes also tell you about some of the changes that can affect the amount of money you're entitled to. **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 leaflet CH1715, 'About your Child Benefit' which you received with your letter of entitlement to Child Benefit. It's also available online,



go to **GOV.UK** and search for CH1715.



**You must tell us straightaway** if any of these changes happen. If you don't, and we pay you too much, we may ask you to pay this money back. Changes in your circumstances can be reported online,



go to **[www.gov.uk/personal-tax-account](https://www.gov.uk/personal-tax-account)**

Once logged on, if you get Child Tax Credit, you can tell us if you would like to update this information for your Child Tax Credit claim at the same time.

#### Important

If you're entitled to Child Benefit but have chosen not to receive the actual payments because either you or your partner are liable to the High Income Child Benefit Charge, you should still tell us if the young person is continuing in full-time non-advanced education or approved training.



For more information about the High Income Child Benefit Charge, go to **[www.gov.uk/child-benefit-tax-charge](https://www.gov.uk/child-benefit-tax-charge)**

## About Child Benefit for young people

You can usually be entitled to Child Benefit for a young person up to the Monday following 31 August after their 16th birthday, if they don't intend to stay on in full-time non-advanced education or approved training.

You can continue to be entitled to Child Benefit for a young person aged 16, 17, 18 or 19 if they're 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, read 'About full-time non-advanced education'
  - approved training - we explain what we mean by approved training on page 5, read 'About approved training'
- 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 a careers service, Connexions, local authority support service or similar organisation (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, read 'Child Benefit for under 18s who leave education or training'

#### Important

You're not entitled to 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, '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
- for a young person if they're claiming Income Support, income-based Jobseekers Allowance, Employment and Support Allowance, tax credits or Universal Credit in their own right

## About full-time non-advanced education

You can be entitled to Child Benefit for a young person aged 16, 17, 18 or 19 who is in full-time non-advanced education.

Full-time non-advanced education will usually be in a school or college but may also include education provided at home, if the child was receiving this education before their 16th birthday and the home schooling had previously been approved.

By full-time, in this situation, we mean an average of more than 12 hours supervised study a week, during term time, not counting breaks for meals and homework.

**In England**, full-time non-advanced education could also take place other than at a school. Here full-time would include a study programme that is delivered to a person for at least 540 hours in any 12 month period. It could also include traineeship, a condensed study programme in England, which could last between 6 weeks and 6 months.

We don't mean courses or education provided by an employer or as part of a job contract.

Some examples of full-time non-advanced education are:

- GCSEs, A levels and other general academic qualifications of a similar standard, for example, iGCSEs, Pre-U and the International Baccalaureate
- NVQ level 1, 2 or 3
- BTEC National Diploma, National Certificate and 1st Diploma
- Traineeships (England)
- National 4 and 5 (Scotland)
- SVQ level 1, 2 or 3
- Scottish Group Awards

## About approved training

You can be entitled to Child Benefit for a young person aged 16, 17, 18 or 19 who is in approved training which isn't provided by a contract of employment. Training is approved if it's provided under one of the following programmes.

**In Scotland** - The Employability Fund

**In Wales** - Foundation Apprenticeships or Traineeships

### In Northern Ireland:

- United Youth Pilot
- Training for Success, including Programme Led Apprenticeships
- Pathways for Success (Pathways for Young People element) or The Collaboration and Innovation Programme

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

You'll be entitled to 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
- none of the changes listed under 'Changes that can affect the amount of Child Benefit you're entitled to' happen - go to page 8 for more information

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, your entitlement to Child Benefit will usually end a few weeks later. For more information go to page 8, 'Changes that can affect the amount of Child Benefit you're entitled to'. **📌 You must tell us straightaway if any of these changes happen.** If none of these changes happen, you'll be entitled to Child Benefit up to and including the week that includes:

- 31 August, when full-time non-advanced education or approved training finishes in June, July or August
- 30 November, when full-time non-advanced education or approved training finishes in September, October or November
- the last day in February, when full-time non-advanced education or approved training finishes in December, January or February
- 31 May, when full-time non-advanced education or approved training finishes in March, April or May
- 31 August, when 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

If the young person reaches age 20 before one of these dates, your entitlement to Child Benefit will end straightaway.

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 we ask you to give the date the young person changed their mind.

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

You may be entitled to Child Benefit again if the young person returns to full-time non-advanced education or approved training. If this happens, contact us.

## Child Benefit for under 18s who leave education or training

We may be able to extend your Child Benefit for up to 20 weeks if your child is 16 or 17 and has left full-time non-advanced education or approved training and registered for work, education or training with a 'qualifying body'. **To get the extension you'll need to apply for it.**




### Who qualifies for the extension

To qualify, your child needs to be registered with any of the following 'qualifying bodies'. These are:

- the local careers service
- Connexions
- a local authority support service or similar organisation (in Northern Ireland, the Department for Employment and Learning or an education and library board)
- the Ministry of Defence - for example, if your child is waiting to join Her Majesty's forces
- a similar organisation to others in this list in any European Economic Area - you need to have been entitled to Child Benefit for your child immediately before the start of the extension period

### How to apply for an extension

You can apply:

-  online, go to [www.gov.uk/personal-tax-account](https://www.gov.uk/personal-tax-account)
-  by phoning the Child Benefit Helpline
-  by writing to us

You need to apply within 3 months of the date your child finishes education or training that counted for Child Benefit.

The extension normally lasts up to 20 weeks and starts on the first Monday after your child finishes education or training that counted for Child Benefit.

The extension will end if your child:

- has their 18th birthday
- starts paid work for 24 or more hours a week
- gets Income Support, income-based Jobseeker's Allowance, Employment and Support Allowance, tax credits or Universal Credit in their own right
- stops being registered for work, education or training with a qualifying body

**i** You should tell us straightaway about any of these changes.

## Changes that can affect the amount of Child Benefit you're entitled to

**i** You must tell us straightaway 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 isn't approved or approved training provided by a contract of employment - for a list of approved training, read '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 Income Support, income-based Jobseeker's Allowance, Employment and Support Allowance, tax credits or Universal Credit in their own right



- starts non-advanced education provided by an employer
- starts being educated somewhere other than a school or college, for example, at home
- marries, becomes a civil partner or part of a couple living together as if they're married

## About advanced education

**i** **You must also tell us straightaway** if a young person starts a course of advanced education. You're not entitled to Child Benefit for young people aged 16, 17, 18 and 19 who are in advanced education. Some examples of advanced education are:

- a degree or any course in preparation for a degree
- an NVQ level 4 or above
- a teaching qualification

## Young people who can't attend full-time non-advanced education or approved training

You may be entitled to Child Benefit for up to 6 months for a young person who can't attend school, college or training but there must be a good reason why they can't attend.

For example:

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

If they can't attend because of illness or disability, you may be entitled to Child Benefit for longer.

**i** **You must tell us straightaway** if a young person aged 16 or over can't attend full-time non-advanced education or approved training.

## Child Benefit for young people educated at home

You may be entitled to Child Benefit for a young person if they continue their non-advanced further education at home. However, education at home must have started before they reached age 16. Contact us for more information.

**Other changes** **i** Remember, **you must also tell us straightaway** if any of the other changes happen that are listed in the leaflet CH1715, 'About your Child Benefit'.

If you're also getting Child Tax Credit it's important that you also tell the Tax Credit Office of any changes straightaway. You can do this

**2** online at [www.gov.uk/managedtaxcredits](http://www.gov.uk/managedtaxcredits) or by phoning the Tax Credit Helpline.

You won't need to do this if you've already asked us to use the information you provided for Child Benefit, to also be used for your Child Tax Credit claim.

### **Important**

If the young person doesn't intend to stay on in full-time non-advanced education or approved training, you only need to contact us if:

- any of the changes, on page 8, under 'Changes that can affect the amount of Child Benefit you're entitled to' happen
- you want to apply for an extension - go to page 7 'Child Benefit for under 18s who leave education or training' for more information

# Your rights and obligations

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

## How to contact us

It's quick and easy to report a change using our secure online service.

Go to [www.gov.uk/personal-tax-account](http://www.gov.uk/personal-tax-account)

Over 3 million people are using their Personal Tax Account, the new way to check your information and make changes.

It's quick, easy and secure and is available 24 hours a day. It takes just a few moments to set up and you can update any changes to Child Benefit online through your Personal Tax Account.

### For more information or help

Go to [www.gov.uk/report-changes-child-benefit](http://www.gov.uk/report-changes-child-benefit) phone our helpline or write to us.

### If you are in the UK

Child Benefit enquiries	<b>0300 200 3100</b>
Child Benefit textphone	<b>0300 200 3103</b>
Tax credits helpline	<b>0345 300 3900</b>
Tax credits textphone	<b>0345 300 3909</b>
If your preferred language is Welsh	<b>0300 200 1900</b>
Write to	Child Benefit Office PO Box 1 NEWCASTLE UPON TYNE NE88 1AA

### If you're overseas

Child Benefit enquiries	<b>+ 44 161 210 3086</b>
Child Benefit Textphone	<b>+ 44 191 225 1833</b>
Tax Credit Helpline	<b>+ 44 2890 538 192</b>

When you contact us, tell us your:

- full name
- National Insurance number
- Child Benefit number
- daytime phone number

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