

National Insurance number

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Child Benefit number

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Child Benefit Office

PO Box 1

Newcastle upon Tyne

NE88 1AA

Helpline 08:00 to 20:00

0845 302 1444

Minicom/Textphone

0845 302 1474

Date

Section

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Extending payment of Child Benefit

How do I qualify for the extension?

We can extend Child Benefit for up to 20 weeks for young people who have left full-time non advanced education or approved training if:

- they are under age 18 **and** they have either:
 - registered for work, education 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**
 - applied to join HM Forces and are awaiting placement from the Ministry of Defence

and

- they are not doing paid work for 24 hours or more a week
- they are not receiving Income Support, income-based Jobseeker's Allowance, Incapacity Benefit, Employment & Support Allowance or tax credits in their own right
- the extension period for that young person has not expired
- immediately before the extension period begins you are entitled to Child Benefit for the young person **and**
- you have made a **written request** for the extension **within three months** of the end of education or training.

Please note that registration for training with the training provider **does not** qualify a young person for the extension of Child Benefit.

How long will the extension period last?

We can pay Child Benefit from the Monday following the end of a young person's full-time non advanced education or approved training until they:

- start paid work for 24 hours or more a week, or
- start a course which is not an approved training course, or
- start a course of advanced education, or
- are awarded Income Support, income-based Jobseeker's Allowance, Incapacity Benefit, Employment & Support Allowance or tax credits in their own right.

You must tell us straight away if any of these changes happen. If none of these changes happen, Child Benefit will stop:

- at the end of the extended benefit period (20 weeks from the date the young person leaves full-time non advanced education or approved training), or
- when the young person reaches age 18 during the extended benefit period.

Applying for extended Child Benefit

To apply for extended Child Benefit please answer the questions on the other side of this form. Your answers will help us decide the correct date when we should stop paying Child Benefit for

<input type="text"/>

1 Has this young person registered for work, education or approved training?
Note: If they have not yet registered for work, education or training they must do so within 20 weeks of leaving full-time non advanced education or approved training. We can only continue to pay Child Benefit once you tell us who they registered with and the date they registered. You can still put your application in now and then tell us once they have registered because we can only extend payment if we receive your request within three months of them leaving.

Yes No

2 On what date did their full-time non advanced education or approved training end?
Note: The date full-time non advanced education or approved training ends is the official leaving date provided by the school, college or training provider. If the young person intended to return to full-time non advanced education or training but changed their mind between courses or terms, enter the date they changed their mind.

Date DD MM YYYY

3 On what date did they register for work, education or training?
If you are not sure of the exact date, the place where they are registered can help you.

Date DD MM YYYY

4 Please tell us the name and address of the:

- Careers Service or Connexions Service, or
- Department for Employment and Learning or Education and Library Board, or
- corresponding body in another European member state, or
- Ministry of Defence

where they are registered for work, education or training.

Postcode

Declaration
I wish to apply for continued Child Benefit for
Full name of young person

I declare the information I have given on this form is correct and complete.

Signature

Date DD MM YYYY

Please give us your daytime phone number

**home/work/mobile/fax *delete as appropriate*