

Student Loan Declaration



EMPLOYER NAME

EMPLOYEE TO COMPLETE

PERSONAL DETAILS

SURNAME

FIRST NAMES

NAT INS NO

STUDENT LOAN - Please provide the following information if you have a student loan which is not fully repaid.

Please read all the following statements carefully and tick **the one** that applies to you.

Statement 1 I am repaying my Student Loan direct to the Student Loan Company by agreed monthly repayments and my employer should not deduct loan repayments from my pay.

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Statement 2 I have a Plan 1 Student Loan.

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You will have a Plan 1 Student Loan if:

- you lived in Scotland or Northern Ireland when you started your course, or
- you lived in England or Wales and started your course **before** 1st September 2012

Statement 3 I have a Plan 2 Student Loan.

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You will have a Plan 2 Student Loan if:

- you lived in England or Wales and started your course **after** 1st September 2012

Statement 4 I finished my studies before the last 6th April.

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EMPLOYEE SIGNATURE

DATE SIGNED

PLEASE FORWARD THIS FORM TO TANDEM PAYROLL LTD IN TIME FOR THE FIRST PAY DAY BY:

Fax: 08717 143 367

Email: paymatters@tandempayroll.co.uk

Post: Tandem Payroll Ltd, 5 Lancing Close, Werrington, Peterborough, PE4 6QX

FOR OFFICE ONLY (Initial When Complete)

SIGNATURE CHECKED

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EXCEL

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