

## Income discount application and declaration

Before completing this form you should read the guidance overleaf. Please write clearly in black ink using capital letters. Please return the completed form to us.

### Your details

GMC reference number

Registered name

Contact telephone number

Mobile number

Contact email address

Send my bills electronically

You should complete this part if you want to apply for the income discount. Please tick one box to show which year you are applying for.  
NOTE: This is dependant on your annual retention fee due date, or, if this is your first year of registration, the date that your registration was awarded.

Period during which your fee is due

Income threshold

Apply (tick one box only)

1 April 2017-31 March 2018

£32,000

1 April 2018-31 March 2019

£32,000

1 April 2019-31 March 2020

£32,000

Please indicate the principal reason for applying for the income discount

Maternity/Paternity leave

Retired

F1/F2 training

Not in paid employment

Working in a low income country

Working in a non-clinical capacity

Health reasons

Part-time work

Other, please give details

I am applying for an income discount as I expect my income from all sources to be less than the relevant threshold. If my income changes during the year and takes me above the threshold, I agree to withdraw my application and pay any fees owing.

Signed

Dated

### Part B: Confirm your eligibility or withdraw your application

To be eligible for the income discount, your total worldwide income from all sources must be less than the threshold for the year. If you apply at the start of the year, you may not know your actual income so we ask you to review your income nearer the end of the year. If your income changes during the year taking you above the threshold, you must withdraw your application as you are no longer eligible for the discount. If your actual income is less than the threshold, you should confirm this at the end of the registration year.

Withdraw your application or confirm your eligibility by ticking the relevant box

I wish to withdraw my application as I am no longer eligible for the income discount.

I confirm that my actual total worldwide income from all sources was less than the income threshold for the registration year.

Signed

Dated

### **Income discount guidance**

You may be eligible for a 50% discount on your fee if your income falls below a certain threshold.

### **Eligibility**

The discount is available to you if you;

- are registered with or without a licence to practise
- pay an annual retention fee (ARF) or pay a full registration fee that has not already been reduced.

The discount is not available on restoration fees or the following fees that have already been set at a reduced level;

- the provisional registration fee
- the full registration fee for doctors who hold, or have previously held provisional registration
- the full registration fee for doctors who submit their application within two years of passing a primary medical qualification (and do not hold, or have not previously held, provisional registration).

If you expect your gross annual worldwide income from all sources to be less than the threshold, you are eligible to apply.

### **Income thresholds**

We define income as your gross annual worldwide income from all sources, including:

- pensions
- investment income
- maternity pay
- sick pay
- any kind of benefit.

The income threshold depends on the date your annual retention fee falls due, or the date you were granted registration with a licence to practise (if you are applying in your first year of registration). The current thresholds are detailed in Part A of the application form.

### **When and how to apply**

Complete this application and email, post or fax it to us.

You can also quickly and easily apply for the income discount online from your GMC Online account summary page.

If you are applying for registration with a licence to practise for the first time you must pay the fee in full and then apply for the discount once you are registered.

If you are paying an annual retention fee, you can apply for the discount up to three months in advance of your registration year to avoid having to pay the full fee. You can also apply for the discount at any time during your current registration year, and up to three months after your registration year has ended.

### **How the discount will work**

If you apply using this application we will tell you if we have granted the discount. If you apply for the income discount online before the start of your registration year you will receive an immediate confirmation.

When you receive your annual retention fee bill it will reflect the discount and confirm the amount payable.

If you apply after receiving a fee bill, or part way through the year and have not yet paid your fee in full, we will contact you to tell you how your fee will be adjusted.

If you pay by monthly or quarterly Direct Debit, we will adjust your payment plan and tell you of any changes.

If you have paid your fee in full, we will give you a refund within 10 days of granting the discount.

### **Confirming your eligibility**

If you apply at the start of the year you may not know your actual income, so we ask you to review your income nearer the end of the year and confirm or withdraw your application.

If you wish to confirm that your actual gross annual worldwide income, from all sources, was below the income threshold, you can do so online using your GMC Online account. Simply click on the Withdraw or Confirm option and follow the online instructions.

You can also do this by completing Part B of this application form.

If you have earned more than the threshold you must withdraw your application.

### **Withdrawing your application**

If you find that your circumstances have changed during the year and your actual income at the end of the year takes you above the threshold, you must withdraw your application as you are no longer eligible for the discount. You can do this online using your GMC Online account or by completing Part B of this form.

You are then liable to pay the remaining balance of the fee.

If you have any problems confirming or withdrawing your application you can contact us.

### **How we will use your personal information**

The information you supply on this form will be used to assess your eligibility for the discount and to process the discount.

We will also update your GMC record to include the contact details and communication preference you have supplied.

We may use these details to send you our guidance, news and information.