

Copy for internal student email

We appreciate your help in passing on information to your students about the TV Licence. To assist you, we've created this email template, which contains all the information they need.

Dear Students,

You may hear conflicting rumours from other students about whether you need a TV Licence. But the law still applies to students. So it's important for you to know the facts, and check if you need a licence.

When do I need a TV Licence?

You need to be covered by a TV Licence to watch or record programmes as they're being shown on TV or live on an online TV service, or to download or watch BBC programmes on demand, including catch up TV, on BBC iPlayer.

This could be on any device, including a TV, desktop computer, laptop, mobile phone, tablet, games console, digital box or DVD/VHS recorder.

It's illegal for anyone in (INSERT HALLS OF RESIDENCE) to do this without being covered by a TV Licence. If you break the law, you risk prosecution and a fine of up to £1,000* plus any legal costs and/or compensation you may be ordered to pay.

For more information, or to buy a TV Licence, go to tvl.co.uk/GetCluedUp

Kind regards,

(INSERT HALLS/UNIVERSITY REPRESENTATIVE
AND TITLE)

*The maximum fine is £2,000 in Guernsey. In Scotland, Scottish criminal law applies. A report will be sent to the Procurator Fiscal who will decide on prosecution.

This copy is provided for your use and is correct at the time of print. It has been written by TV Licensing and approved for use exactly as it appears here. Unfortunately, we cannot take responsibility for any consequences that result from altering this copy.