

Application Guidelines for S.1 Discretionary Places

中一自行分配學位申請指引

Submission of Application 提交申請：

- Application period: 3 January 2023 – 17 January 2023 (9:00 am – 4:00 pm)
申請日期：2023年1月3日至1月17日（上午九時正至下午四時正）
- Application method:
The [application form](#) can be downloaded from our website or obtained at our General Office. The duly completed application form should be returned to our General Office or submit application via the SSPA e-Platform on or before 4:00 pm on 17 January 2023 (Tuesday) together with all necessary documents.
申請辦法：
申請者可於本校網頁下載[申請表格](#)或親臨校務處索取申請表。
請於2023年1月17日（星期二）下午四時正或以前親臨本校校務處或透過「中一派位電子平台」遞交申請表及所需文件。
- Parents should also bring the following items when submitting the application documents **in person**:
如親臨本校遞交申請表，請同時帶備：
 - (1) [Application form](#)
[申請表](#)
 - (2) Photocopy of school reports for P5 and P6
小五、小六成績表副本
 - (3) Photocopy of relevant certificates, awards and / or proof of extra-curricular activities
獎狀及其他相關文件之副本
 - (4) Application Form for S1 Discretionary Place issued by EDB
教育局中一自行分配學位申請表
The school will collect the School Copy and the EDB Copy of the Application Form. Parents can keep the Parent's Copy of the Application Form bearing the school chop.
本校會在各存根蓋印，並收取「學校存根」及「教育局存根」。「家長存根」則交回家長自行保存。
 - (5) Two self-addressed envelopes with stamps, and student's name in both Chinese and English
長形回郵信封兩個，貼上足額郵票，以及寫上地址、學生之中英文姓名。
 - (6) The original of student's identification document (e.g., Birth certificate, Identity card or passport) which is used for verifying the identity of student.
學生身份證明文件（例如：出世紙、身份證、護照）之正本，用以查核學生之身份。

** Recommendation letters from primary schools are NOT required.
毋須提交小學推薦信。
- Parents should upload the following items when submitting the application **via the [SSPA e-Platform](#)**:
如家長透過「[中一派位電子平台](#)」遞交申請，請上載下列文件：
 - (1) The photocopy of student's identification document (e.g., Birth certificate, Identity card or passport)
學生身份證明文件（例如：出世紙、身份證、護照）之副本
 - (2) [Application form](#)
[申請表](#)
 - (3) Photocopy of school reports for P5 and P6
小五、小六成績表副本
 - (4) Photocopy of relevant certificates, awards and / or proof of extra-curricular activities
獎狀及其他相關文件之副本

** Recommendation letters from primary schools are NOT required.
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Arrangement of interviews 面試安排：

- Interviews will be arranged for ALL applicants. The tentative date for the interview will be 25 February 2023 (Saturday).
本校將為所有申請者安排面試。面試將於 2023 年 2 月 25 日（星期六）進行。
 - (1) ALL applicants will be invited for an interview. Notification letter will be sent at the end of January.
所有申請者均會獲得面試機會。本校將於一月尾發信通知申請者參加面試。
 - (2) If applicants do not receive the letter by 14/02/23, please contact the school General Office from 15/02/23 to 16/02/23.
申請者如在 14/02/23 仍未收到通知，請於 15/02/23 至 16/02/23 期間致電本校校務處查詢。
 - (3) Individual interview will be arranged and conducted in both Cantonese and English.
面試以個人形式進行，所用語言為廣東話及英語。
 - (4) As the interview schedule is very tight, unless the arranged interview clashes with the interview of another school, no re-schedule of interview will be arranged. To make re-arrangement for the interview, please come to the General Office in person from 16/02/23 to 17/02/23 and collect a confirmation letter.
由於面試人數眾多，除非申請者的面試時間與另一所中學的面試時間相撞，否則本校不會更改面試時間。如需更改面試時間，請於 16/02/23 至 17/02/23 期間親臨本校校務處申請更改面試時間，並領取更改時間確認信。
 - (5) Should the interview be cancelled due to the pandemic or school suspension by EDB, the school will announce the update arrangement on the school website.
面試安排可能會因為疫情或其他原因而變更，請留意本校網頁公布之最新安排。

Admission Criteria and Weightings 收生準則：

Number of discretionary places 中一自行分配學位總數：40

Rank order provided by the EDB 教育局提供之成績次第及校內成績	45%
Conduct 操行表現	10%
Extra-curricular activities/services 課外活動/服務	10%
Special talents/skills 特別才藝/技能	10%
Performance at interview 面試表現	25%

Remarks 注意事項：

- Each student may apply to NOT more than two secondary schools, otherwise his/her chance of acquiring a discretionary place will be forfeited.
每名學生只可向不多於兩所中學申請中一自行分配學位，否則將被取消申請資格。
- The school will notify parents of all successful applicants by phone and letter on 31/03/2023. For parents registered as SSPA e-Platform users, they may also receive notifications for successful applicants via the platform on the same day.
學校會於 31/03/2023 以書面及電話通知所有自行分配學位的正取學生。如家長已登記成為「中一派位電子平台」用戶，亦可於同日透過電子平台接收自行分配學位正取學生通知。
- The results of Discretionary Places and Central Allocation will be released by the EDB on 11/07/2023.
教育局會於 11/07/2023 公布派位結果。

Personal Information Collection Statement 個人資料收集聲明：

- (1) The provision of personal data on applying for a Secondary One place is voluntary.
提供個人資料以申請中一學位之舉，純屬自願。
- (2) Personal data collected will be used in matters relating to the purpose mentioned above.
收集到的個人資料，會用於處理上述有關事宜。
- (3) You do not have an obligation to provide us with your personal data. However, if you fail to provide the data requested, it will not be possible to process your application.
你沒有義務向本校提供個人資料，惟本校若未齊備所需資料，將無法處理申請。
- (4) The personal data collected may also be disclosed to the Education Bureau and other Government branches/departments.
本校或須將該等資料向教育局以及各政府部門透露。
- (5) You should authorize the school in advance in writing for releasing these personal data requested by parties other than those mentioned in (4).
除上述政府部門外，若有其他機構需要索取該等資料，你應預先以書面授權本校，以便處理。
- (6) You have the right to request access to or correction of personal data provided on the application form in accordance with the provisions of the Personal Data (Privacy) Ordinance. Please come to our school General Office in person for data access and correction requests.
你有權按照〈個人資料（私隱）條例〉，要求查閱或更正申請表內的個人資料。請親臨本校校務處處理。

School Information 學校資訊：

- [School Profile 2022 學校概覽 2022](#)
- [School Information Day 2022 Video Clip 學校資訊日 2022 錄影片段](#)
- [Introduction to our school 學校簡介](#)
- [Application for S1 Discretionary Places 中一自行分配學位申請辦法簡介](#)
- [S.1 Discretionary Places Application form 中一自行分配學位申請表](#)