



Leung Shek Chee College

梁式芝書院

Application Form for S1 Discretionary Places 2025

中一自行分配學位申請表格 2025

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|---------------------------|--|
| For Office Use Only 校務處專用 | |
| Ref. No. : | |
| DP : | |
| Remarks : | |

Student Reference No. :

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|--|--|--|--|--|--|--|--|
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|--|--|--|--|--|--|--|--|

 學生編號 (見教育局中一自行分配學位申請表) :

| Student's Particulars 申請學生資料 | | | | | | |
|--|--|--------------------|--------|---|--------------------|---|
| Student Name (as on HKID card) 學生姓名 (與身份證上相同) | | (in English) 英文 | | | (in Chinese) 中文 | Student's photo 學生相片 (請貼上最近半年內之 相片) 4cm x 5cm |
| Date of birth 出生日期 | Y 年 | M 月 | D 日 | Place of birth 出生地點 | | |
| Religion 宗教 | | Parish 所屬堂區 | | Student's email address | | |
| Contact No. 聯絡電話 | Parent's mobile (with WhatsApp) 家長手電 | | | Student's mobile (with WhatsApp) 學生手電 | | |
| Residential Address 住址 | | | | | | |

| Academic Results 學業成績 | | | | | | | | |
|-------------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Primary School(s) attended 就讀小學 | | | | | | | | |
| Examination Results 考試成績 | Chinese 中文科 | | English 英文科 | | Mathematics 數學科 | | Conduct 操行 | |
| | 1 st Term 上學期 | 2 nd Term 下學期 | 1 st Term 上學期 | 2 nd Term 下學期 | 1 st Term 上學期 | 2 nd Term 下學期 | 1 st Term 上學期 | 2 nd Term 下學期 |
| P.4 1st Term / 2nd Term 四年級上/下學期 | | | | | | | | |
| P.5 1st Term / 2nd Term 五年級上/下學期 | | | | | | | | |
| P.6 1st Term / 2nd Term 六年級上/下學期 | | | | | | | | |

| Other Information 其他資料 | | | |
|---|------------|----------------------|---------------------|
| | | Inside school (校內) | Outside school (校外) |
| Records of performance in arts, sports, services or others 藝術活動、運動、服務紀錄或其他專長 | | | |
| Awards 獎項 (Please attach copies of relevant documents) 請附上有關文件副本 | | | |
| Sisters in Leung Shek Chee College 就讀於本校之親姊 | | | |
| Name 姓名 | Class 就讀班級 | From 由 (D 日 M 月 Y 年) | To 至 (D 日 M 月 Y 年) |
| | | | |

| Parents' or Guardian's Particulars 父、母親或監護人資料 | | | |
|---|--------------------|----------------------------|----------------------------|
| Father's name 父親姓名 | (in English) 英文 | (in Chinese) 中文 | (Occupation) 職業 |
| | | | (Mobile phone no.) 手提電話 |
| Mother's name 母親姓名 | (in English) 英文 | (in Chinese) 中文 | (Occupation) 職業 |
| | | | (Mobile phone no.) 手提電話 |
| Guardian's / Carer's name 監護人/照顧者 姓名 | (in English) 英文 | (in Chinese) 中文 | (Occupation) 職業 |
| Relationship 與申請學生關係 | | (Mobile phone no.) 手提電話 | |

*Remarks: The personal data provided by parents or guardian in this form will only be used by the school for processing the application for the S1 Discretionary Places.

家長或監護人在本表格提供之個人資料，校方只會用作處理有關中一自行分配學位申請事宜。

Parent's / Guardian's Signature:
家長/監護人簽名

Student's Signature:
學生簽名

Date:
日期

Points to note 申請須知:

- Fill in the application form and affix a recent photograph of size 4cm x 5cm (1.5" x 2").
填妥申請表及貼上 4cm x 5cm (1.5" x 2") 近照一張。
- Submit the application form to the School Office **IN PERSON** or via the **SSPA e-Platform** between **2 January 2025 and 16 January 2025** (both days inclusive). 申請人或其家人須於 **2025 年 1 月 2 日至 1 月 16 日** 期間，**親身**將表格交回本校校務處或透過「**中一派位電子平台**」遞交申請。
- Office Hours 辦公時間: Monday - Friday 星期一至五 (9:00 a.m. to 12:00 noon, 2:00 p.m. to 4:30 p.m.)
Saturday 星期六 (9:00 a.m. to 11:30 a.m.)
Saturday afternoons, Sundays & Public Holidays (Closed) 星期六下午、星期日及公眾假期休息。
- Please bring along **the original of the student's HKID Card** and submit the following documents together with the application form:
遞交申請表時須帶備**學生之身份證正本**及同時提交下列文件:
 - A copy of the student's HKID Card 學生身份證副本
 - S1 Discretionary Places Application Form issued by the Education Bureau (EDB) 教育局發出的「中一自行分配學位申請表」
 - Copies of the student's School Reports for both school terms in Primary Four, Five and the First Term of Primary Six
(If the one for Primary Six is not available at the time of submission, it can be submitted later.)
學生的小學四、五及六年級成績表副本 (如六年級成績表尚未派發, 可於日後補交。)
 - Copies of the documents certifying the student's performance in arts, sports or services and Certificate of Baptism (if applicable)
學生在藝術、運動、服務各方面的紀錄證明文件、獎項證明副本及領洗紙 (如適用)
- Reference letters from primary school(s) are not necessary. 申請人**毋須**提交小學推薦信。
- Our School Code, School Name and School Chop will be printed on the EDB's application form upon submission. Parents should keep the Parents' Copy properly for future reference. Parents can also submit the application via the "SSPA e-Platform". **Applications cannot be withdrawn or cancelled after submission.**
於遞交申請時, 校方將在教育局之「中一自行分配學位申請表」蓋上本校的學校編號、名稱及印章。家長應妥善保存「家長存根」, 以作為日後之憑證。家長亦可透過「中一派位電子平台」遞交申請。**申請表一經遞交, 不可撤回或取消。**
- Applicants are required to submit **TWO video clips** (1-1½ minutes for each) **on or before 14 February 2025**.
申請人需在 **2 月 14 日或之前提交兩段錄像短片**(每段時限為 1 分鐘至 1 分半鐘)。
Video 錄像 1 Self-introduction 自我介紹 (to be presented in Cantonese 以廣東話演述)
Video 錄像 2 Recommending a book you love to read to others 書籍推介 (to be presented in English 以英語演述)
- All applicants will attend an interview on either **8 March 2025** or **15 March 2025**. Those failing to turn up for the interview will not be considered. The list of successful S1 Discretionary Places (DP) applicants will be sent to the Education Bureau. **Successful S1 DP applicants will be notified by mail and phone by 31 March 2025. The SSPA allocation results will be announced on 8 July 2025 by EDB.** Parents need not inquire about the results from the school.
所有申請人將於 **2025 年 3 月 8 日或 3 月 15 日進行面試**(缺席者作放棄論), 取錄名單將逕交教育局。獲納入為自行分配學位**正取學生名單的申請者將於 2025 年 3 月 31 日獲書面及電話通知**。教育局將於 **7 月 8 日公布中一派位結果**。申請人毋須致電本校查詢。
- The number of Discretionary Places available for S1 in the academic year 2025–2026 is **41**. The selection criteria are:
本校 2025–2026 年度中一自行分配學位數目為 **41** 個。收生準則包括:

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| i. Academic achievements (internal school results and Education Bureau rank order) 學生學業成績 (根據校內成績及教育局成績次第) | 60% |
| ii. Performance at interview and video recordings 面試及錄像短片表現 | 20% |
| iii. Conduct, services and performance in extra-curricular activities 品德/服務/課外活動表現 | 15% |
| iv. Studied at Catholic Primary Schools 就讀於天主教小學 | 5% |
- In accordance with the regulations of the Education Bureau, each student may apply to **not more than TWO** secondary schools listed in the Handbook for Application for S1 Discretionary Places. **Otherwise, his/her chance of acquiring a discretionary place will be forfeited.** For enquiries on the Secondary School Places Allocation (SSPA) System, please contact the SSPA Section of the Education Bureau.
根據教育局通告, 每名學生只可以向**不多於兩所**參加中學學位分配辦法之中學申請, **否則, 其獲得自行分配學位的機會將被取消**。如有疑問, 可向教育局學位分配組查詢。
- The personal data provided by the parents or guardian in the Application Form for S1 Discretionary Places will only be used by the school for processing the relevant application.
家長或監護人在本校「中一自行分配學位申請表格」所提供之個人資料, 祇會用作處理有關中一自行配學位申請事宜。
- An applicant may appeal within one week after the announcement of the result of application for discretionary places. All appeals must be in written form and named. Reasons for appeal should be clearly stated. The School will form an Appeal Panel consisting of the Vice Principal of the non-admission group and two Senior Graduate Masters/Mistresses to review the admission process and score calculation associated with the appellant and notify the appellant of the result in writing within 30 working days. The decision of the Appeal Panel is final.
申請者可在自行分配學位結果公布後的一星期內, 以書面方式向本校提出上訴, 並列明上訴的理由。所有上訴必須為具名的書面上訴。本校將委任「上訴小組」, 成員包括非收生小組的副校長及 2 位主任級老師, 處理上訴事宜。小組負責覆核與上訴者相關的收生程序及分數計算, 並於三十個工作天內以書面回覆上訴者上訴結果。上訴委員的決定為最終的決定。