

CNEC Christian College

Notes on Applications for Secondary 1 Discretionary Places (2023-2024)

1. Application period: **3 – 17 January 2023**
2. Submit the application form:
 - Go to our school general office (First floor) in person or
 - by post * (the postmark date should not be later than the application period) or
 - SSPA e-Platform (iAM Smart +) (Deadline : on or before Hong Kong Time 23:59 on 17 January 2023)

****Parents might choose to submit the application by post. To avoid losing any application documents (e.g. copy of applicant's identity document), registered mail is recommended. If the application is submitted by post, a confirmation email will be sent to each applicant while the Parent's copy (in red) issued by Education Bureau and a reply slip from our school will be sent to the applicant by post afterwards.***
3. Documents needed:
 - a) Completed application form for S1 Discretionary Place issued by Education Bureau: EDB's copy (in blue), School's copy (in green) and Parent's copy (in red)
 - b) Completed application form for S1 Discretionary Place (2023-2024) issued by our school
 - c) Two photos (Max. size: 4.5 cm x 5.5 cm)
(One photo should be stuck on the application form; the other one should have the applicant's name written at the back and be submitted together with the application form)
 - d) Photocopies of Primary 5 and 6 school reports
 - e) Photocopy(ies) of award certificates received in Primary 4 to 6
 - f) **ORIGINAL COPY** of the applicant's identity document, if you submit the application by post, only need the **PHOTOCOPY** of the applicant's identity document
 - g) One stamped self-addressed envelopes with the applicant's name on it (Stamp: \$2.2)
(Self-addressed envelope's size: 10.2 cm x 22.9 cm)

****Letters of recommendation from school are not required.***

****All submitted documents will not be returned.***

****For the purpose of environmental protection, please use a clip to bind all the documents. (Folders and files are not preferred.)***
4. Office hours: 9:00 am - 12:00 noon & 1:30 pm - 4:00 pm (Mon.-Fri.)
9:00 am - 12:00 noon (Sat.)
(Closed on Sundays & Public Holidays)
5. Admission criteria:

Academic results (of both school examination results in Primary 5 & 6 and the ranking shown in the Discretionary Places Rank Order List provided by the Education Bureau)	50%
Conduct	Should be at least B or above
Interview performance*	40%
Extra-curricular activities and services	10%

****All applicants will be invited for interview.***
6. Number of discretionary places for application: 40
7. Successful applicants will be notified of their inclusion in the Successful List for Secondary 1 Discretionary Places by phone and letter on **31st March, 2023.**

中華傳道會安柱中學
中一自行分配學位申請須知 (2023 - 2024)

1. 申請日期：03/01/2023 - 17/01/2023

2. 申請方式：

- 親身到本校一樓校務處遞交 或
- 透過郵寄方式遞交 * (請留意申請日期以郵戳日期為準) 或
- 透過中一派位電子平台 (智方便+) (請留意截止時為 17/01/2023, 香港時間 2 3 時 5 9 分)

** 家長可選擇以郵寄方式遞交申請。為免寄失申請文件 (如：申請人身份證明文件副本)，建議使用掛號形式寄交。當收到郵寄申請表，本校將以電郵回覆作實，並於稍後寄回由教育局發出「家長存根」(紅色) 及成功申請本校之回條*

3. 所需之申請文件：

- a) 已填妥由教育局發出給學生之中一自行分配學位申請表：「教育局存根」(藍色)、「學校存根」(綠色) 及「家長存根」(紅色)
- b) 已填妥由本校發出之二零二三 / 二零二四年度中一自行分配學位申請表
- c) 相片兩張 (尺寸不能超過 4.5 厘米 X 5.5 厘米)
(一張相片應貼在申請表上；並請在另一張相片背面寫上申請人姓名，連同申請表一併遞交)
- d) 小學五年級及六年級成績報告表影印本
- e) 小學四年級至六年級獲得之獎狀副本
- f) 申請人身份證明文件 **正本**，如透過郵寄方式申請，只需郵寄申請人身份證明文件 **副本**
- g) 已貼上 \$2.2 郵票及寫上申請人姓名的回郵信封 1 個

(回郵信封尺寸：10.2 厘米 X 22.9 厘米)

** 不需要遞交學校推薦信。*

** 所有呈交本校的文件，不論取錄與否，一概不獲退回。*

** 為響應環保，請用夾子將所有相關文件夾妥。(不鼓勵使用文件夾)*

4. 辦公時間： 上午九時正至中午十二時正及下午一時三十分至四時正 (星期一至五)
 上午九時正至中午十二時正 (星期六)

(星期日及公眾假期休息)

5. 收生準則：

學業成績 (包括小五及小六之校內成績及由「教育局」提供之「學生成績次第名單」排名)	50%
操行	必須達至 B 級或以上
面試表現 *	40%
課外活動及服務	10%

** 所有申請人均獲面試機會。*

6. 可供申請的自行分配學位數目：40

7. 本校將於 **二零二三年三月三十一日** 以電話及書面形式通知已獲納入自行分配學位正取名單之正取申請者。