

**CCC KEI YUEN COLLEGE**  
**Application for S.1 Discretionary Places**

**1. Personal Data :**

- i. The personal data provided in this form will be used for processing the application for S.1 Discretionary Places.
- ii. The provision of personal data by the applicant is on a voluntary basis.

**2. Eligibility for Application :**

- i. P.6 students in any districts are eligible.
- ii. In accordance with the regulations of the Education Bureau (EDB), each P.6 student is allowed to apply to not more than TWO participating schools.

**3. Procedure of Application :**

- i. The application form can be downloaded from the school website ([www.ccckyc.edu.hk](http://www.ccckyc.edu.hk)) or obtained from the school.
- ii. Submission Period : 3 Jan 2023 (Tuesday) to 17 Jan 2023 (Tuesday)
- iii. Submission Time : Monday to Friday (9:00a.m. to 5:00p.m.)  
Saturday (9:00a.m. to 12:00noon)
- iv. Submission of paper application form in person:
  - Documents to be submitted :
    - The completed application form.
    - The completed “Application Form for S.1 Discretionary Places” from the EDB, including EDB’s Copy (blue form), School’s Copy (green form) and Parent’s Copy (red form).
    - Photocopy of student’s Hong Kong Identity Card or Birth Certificate.
    - Photocopy of P.5 First Term, P.5 Second Term and P.6 First Term School Report Cards.
    - Photocopy of other awards or certificates.
    - Two self-addressed stamped envelopes.
- v. Submission of application via the SSPA e-Platform:
  - Login to <https://esspa.edb.gov.hk/>
  - Scan and convert the required documents (as mentioned in iv) to ONE pdf file, upload it to the system. Submit 2 self-addressed stamped envelopes to the school office in person/ by mail on or before 17 January 2023 (Please indicate “Submission of Secondary One Discretionary Place Documents” on the mailing envelopes).
- vi. Notes :
  - According to the EDB circular, reference letters from primary schools are not required.
  - Late applications will not be processed.

**4. Number of Discretionary Places :**

The number of S.1 discretionary places is 40.

**5. Admission Criteria :**

- |  |     |
|--|-----|
| i. Academic Achievement                      | 40% |
| ii. Interview                                | 40% |
| iii. Conduct and Extra-curricular Activities | 20% |

**6. Interview :**

- i. **All applicants will be invited to the interview.**
- ii. **Date of interview : 4 Mar 2023 (Saturday) Time : 8:30a.m.-2:30p.m.(Approx.)**  
**Applicants will be informed of the exact interview time by post.**
- iii. The interview will be conducted in both Cantonese and English.
- iv. The interview will be assessed based on the applicants’ language abilities, response given, and communication skills.

**7. Release of Admission Results :**

The school will notify parents of successful applicants by phone and letter of their children's inclusion in the Successful Lists for Discretionary Places on 31 Mar 2023 (Friday). The EDB will release the results of the Central Allocation on 11 Jul 2023 (Tuesday).

**中華基督教會基元中學**  
**中一自行分配學位**

**1. 個人資料：**

- i. 此表格所收集的個人資料將用作處理中一自行分配學位之用。
- ii. 申請人所提供的個人資料，純屬自願性質。

**2. 申請資格：**

- i. 各區小六學生均可申請。
- ii. 依教育局規定，每名小六學生只可以向不多於兩所參加派位的中學申請。

**3. 申請程序：**

- i. 申請表可於本校網頁 ([www.ccckyc.edu.hk](http://www.ccckyc.edu.hk)) 下載或到本校索取。
- ii. 遞表日期：2023 年 1 月 3 日（星期二）至 2023 年 1 月 17 日（星期二）。
- iii. 遞表時間：星期一至星期五（9:00a.m.至 5:00p.m.），星期六（9:00a.m.至 12:00noon）。
- iv. 親身遞交申請：
  - 所需文件：
    - 已填妥之申請表。
    - 已填妥之教育局自行分配學位申請表，包括教育局存根（藍色表格）、學校存根（綠色表格）及家長存根（紅色表格）。
    - 學生身份證或出世紙副本。
    - 小五上學期、小五下學期及小六上學期成績表副本。
    - 其他獲獎證書副本。
    - 兩個回郵信封，請寫上地址及貼上郵票。
- v. 透過中一派位電子平台遞交申請：
  - 請登入 <https://esspa.edb.gov.hk/>。
  - 請掃描所需文件(與第 iv 項相同)，合併為一個 pdf 檔，並上傳至電子平台。請在 1 月 17 日或之前親身/郵寄遞交兩個回郵信封予校務處(請在信封上註明「中一自行收生文件」)。
- vi. 請注意：
  - 依教育局通告，不需要提交小學推薦信。
  - 逾期遞交的申請表恕不受理。

**4. 自行分配名額：**

中一自行分配學位名額為 40 名。

**5. 收生準則：**

- i. 學業成績 40%
- ii. 面試表現 40%
- iii. 操行品德及課外活動 20%

**6. 面試：**

- i. 所有申請者均會獲安排面試。
- ii. 面試日期：2023 年 3 月 4 日(星期六)，時間：8:30a.m.-2:30p.m.(約)。  
所有申請者將獲信函通知確實的面試時間。
- iii. 面試將以廣東話、英語進行。
- iv. 面試將依據學生的應對內容及溝通技巧評分。

**7. 公布結果：**

本校將於 2023 年 3 月 31 日（星期五）郵寄信函及電話通知獲納入自行分配學位正取名單之學生，教育局將於 2023 年 7 月 11 日（星期二）公布統一派位結果。

# CCC KEI YUEN COLLEGE

## Application Form for S.1 Discretionary Places

Ref No. :

(For Official Use)

### Personal Information Collection

- The information collected in this form will be used for processing the relevant application.
- The provision of the personal data is on a voluntary basis.
- In accordance with the Personal Data (Privacy) Ordinance, applicants have the right to request access and amendments on the personal data they have provided.

Name : \_\_\_\_\_ (English) \_\_\_\_\_ (Chinese) Sex : \_\_\_\_\_

Student Reference No. : \_\_\_\_\_ Religion : \_\_\_\_\_

Date of Birth (dd/mm/yy) : \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Place of Birth : \_\_\_\_\_

Address : \_\_\_\_\_

Tel No. : \_\_\_\_\_ Primary School Attending : \_\_\_\_\_

Name of Parent/Guardian : \_\_\_\_\_ Relationship : \_\_\_\_\_

Occupation : \_\_\_\_\_ Contact Tel No. : \_\_\_\_\_

Email : \_\_\_\_\_

Photo

Academic Performance and Conduct :	P.5 First Term	P.5 Second Term	P.6 First Term
Chinese Language			
English Language			
Mathematics			
General Studies			
Conduct			
Position in Class (if any) / No. of Students in Class	/	/	/
Position in Form (if any) / No. of Students in Form	/	/	/

Other Performances :	P.5	P.6
Extra-curricular Activities / Services		

Awards (P.5 & P.6)	Name of Award	Result/Grade	School / Organisation
Internal Awards			
External Awards			

Signature of Parent/Guardian : \_\_\_\_\_

Date : \_\_\_\_\_

Ref: AES/02/2223/E1

中華基督教會基元中學  
中一自行分配學位申請表

編號：

(由校方填寫)

收集個人資料

- 此表所收集的個人資料，將用於辦理申請有關學位事宜。
- 所填報的個人資料純屬自願性質。
- 根據個人資料（私隱）條例，填表人有權要求查閱及更正所提供的個人資料。

姓名：\_\_\_\_\_ (英文) \_\_\_\_\_ (中文) 性別：\_\_\_\_\_

小六學生證編號：\_\_\_\_\_ 宗教：\_\_\_\_\_

出生日期(日/月/年)：\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ 出生地點：\_\_\_\_\_

地址：\_\_\_\_\_

電話：\_\_\_\_\_ 現就讀學校：\_\_\_\_\_

家長/監護人姓名：\_\_\_\_\_ 關係：\_\_\_\_\_

職業：\_\_\_\_\_ 聯絡電話：\_\_\_\_\_

電郵：\_\_\_\_\_

相

片

學業成績及操行：	小五上學期	小五下學期	小六上學期
中文			
英文			
數學			
常識			
操行			
班名次(如有)/班人數	/	/	/
級名次(如有)/級人數	/	/	/

其他表現：	小五	小六
課外活動 / 服務		

獎項 (小五、小六)	獎項名稱	名次/等級	頒發學校 / 機構
校內獎項			
校外獎項			

家長/監護人簽署：\_\_\_\_\_

日期：\_\_\_\_\_