

申請中一自行分配學位須知 (2025~2026)

(一) 報名日期：2025 年 1 月 2 日(四) 至 2025 年 1 月 16 日(四)

(二) 報名辦法：

教育局會於 2024 年 12 月向每名小六學生派發兩份「中一自行分配學位申請表」。家長可

1. 親身帶同申請表及所要求的其他文件到學校報名；或
2. 如家長已登記成為「中一派位電子平台」用戶並以「智方便+」綁定帳戶，除紙本申請表外，亦可透過「中一派位電子平台」遞交自行分配學位申請。(如透過「中一派位電子平台」遞交申請，請勿向中學重複遞交紙本申請表，反之亦然。)

(三) 遞交申請表時，須附上

1. 中一自行分配學位申請表(教育局派發)
2. 2025~2026 年度「中一自行分配學位申請表」(本校派發或校網下載)
3. 小學五及六年級成績表影印本
4. **兩套**回郵信封(貼上郵票)
5. 活動証書及獎項影印本(如有)
6. 領洗紙影印本(如適用)

*申請人不須繳交小學推薦信

*所有附上資料將不會退還

(四) 面試：

1. 面試日期：2025 年 3 月 1 日(星期六)
2. 所有申請人都會安排面試，若於二月首星期仍未收到通知，請致電校務處陳小姐查詢(2337 9594)。

(五) 收生準則：

項目	分數比例	備註
教育局成績次第	40%	/
品行評語	30%	/
面談表現	20%	以中、英文形式進行個別面談
課外活動表現及獎項	10%	小五、小六

(六) 其他事項：

1. 本校自行分配學位學額 40 名。
2. 本校為天主教津貼女子中學，只取錄女生。
3. 辦公時間：星期一至五上午八時三十分至下午五時正，星期六上午九時至下午十二時三十分。
4. 申請人(小六學生)可向最多兩所參加中學學位分配辦法的中學申請自行分配中一學位，若向多過兩間中學遞交申請表，申請人將失去獲派此類學位之資格。
5. 獲正取資格的學生將於 2025 年 3 月 31 日以信件及電話通知。備取及落選學生均**不會**獲發通知，其申請結果會於 2025 年 7 月 8 日與統一派位結果同時公佈，家長無須向學校查詢。

(七) 收集個人資料聲明

1. 個人資料收集目的：學校所有申請表格(不論電子或實體表格)內所收集的個人資料只會用於處理有關申請。
2. 個人資料的提供：申請人有責任向校方提供準確及最新的資料，表格內的資料如有變更，申請人須盡早聯絡校方。
3. 個人資料轉移：除非有關人士已明確同意改變資料的用途，或該等用途得到法律准許，否則本校不會把已收集的個人資料轉移予第三方。
4. 個人資料的查閱及修正：申請人如需查閱或修正已提交的個人資料，可與本校校務處聯絡。
5. 個人資料的保存期限：如申請者不獲取錄，本校就有關申請收集的個人資料，將在入學程序完成後銷毀。

Notes for S1 Discretionary Place Applicants
(2025~2026)

1. **Application Period:** 2nd to 16th January 2025
2. **Application Method:**
Parents can submit the completed **Application Form** together with one of the “*Application Forms for S1 Discretionary Place*” provided by the Education Bureau and the documents listed below:
 - a) in person, or
 - b) For parents registered as SSPA e-Platform users and bound their account with “iAM Smart+”, apart from the paper Application Form, parents may submit DP applications via the SSPA e-platform. (Parents will be reminded by the EDB that if they have submitted an application via the SSPA e-platform, they should not submit a duplicate application to a secondary school in paper Application Form, and vice versa.)
3. **Please bring along the following documents when submitting the form:**
 - a) Application Form for S1 Discretionary Place (provided by the Education Bureau)
 - b) Application Form for S1 Discretionary Place (provided by the school)
 - c) Copies of Primary 5 and 6 School Report Cards
 - d) **Two** stamped, self-addressed envelopes
 - e) Copies of certificates and awards (if any)
 - f) Copy of the Certificate of Baptism (if applicable)

*Applicants need not submit reference/ recommendation letter of the primary school
*All documents will not be returned.
4. **Interview**
 - a) The date of interview: 1st March 2025 (Saturday)
 - b) All applicants will be invited for interviews, please contact Ms. Candy Chan at 2337 9594 for enquiries if the notification is not received by the first week of February.

5. **Admission Criteria :**

	<u>Weighting</u>	<u>Remarks</u>
Rank Order List provided by EDB	40%	/
Conduct and Comments	30%	/
Interview Performance	20%	Individual interview in both Chinese and English
Extra-curricular activities and Awards	10%	Only consider Primary 5 and 6

6. **Other points to note:**

- a) Number of the S1 Discretionary Places : 40
 - b) This school is a Catholic girls' school.
 - c) Office hours:
Monday to Friday (8:30a.m. – 5:00p.m.) and Saturday (9:00a.m. – 12:30p.m.)
 - d) Each applicant (P.6 Students) may apply to NO MORE THAN TWO participating secondary schools listed in the Handbook for Application for Secondary 1 Discretionary Place, otherwise the chance of acquiring a Discretionary Place will be forfeited.
 - e) Successful applicants will be notified by letter and phone on **31th March 2025**. Reserve and unsuccessful applicants will **not** be notified. The results of Discretionary Places and Central Allocation will be released on 8th July 2025. Parents need not make enquiries to the schools they apply to before the announcement of results.
7. **Personal Information Collection Statement**
- a) Purpose of collection of personal data: Personal data collected in all application forms (whether electronic or physical forms) of the school will only be used to process the relevant applications.
 - b) Provision of personal information: Applicants are responsible for providing accurate and up-to-date information to the school. If the information in the form changes, the applicant must contact the school as soon as possible.
 - c) Transfer of personal data: The school will not transfer the personal data collected to third parties unless the person concerned has explicitly agreed to change the purpose of the data, or the purpose is permitted by law.
 - d) Access and correction of personal information: Applicants who need to access or correct submitted personal information can contact the school affairs office.
 - e) Retention period of personal data: If the applicant is not admitted, the personal data collected by the school in connection with the application will be destroyed after the admission process is completed.