



香港佛教聯合會主辦 佛教葉紀南紀念中學

BUDDHIST YIP KEI NAM MEMORIAL COLLEGE

Sponsored by The Hong Kong Buddhist Association

香港新界青衣長青邨 CHEUNG CHING ESTATE, TSING YI ISLAND, NEW TERRITORIES

TEL: 2495 3363

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2024-2025 Application for Secondary One Discretionary Places

1. Application method

1. Method of obtaining application form:

Application Period: from 1st November, 2023 to 16th January, 2024.

(a) [Download it from HERE](#)

(b) Obtain it from the school office during office hours

2. The completed form and all documents can be submitted in person to the school office during office hours, or by mail (in view of the possibility of postal service delays, applications with a postage stamp later than 16th January, 2024 will not be processed), or apply through the “SSPA e-Platform (Secondary Schools)”

Period of application: 2nd January, 2024 to 16th January, 2024.

Office hours: Monday to Friday 9:00 am - 12:00 pm, 2:00 pm - 4:30 pm

Saturday 9:00 am-12:00 pm, closed on Sundays and Public Holidays

2. Number of discretionary places: 40

3. Admission criteria and weighting

Our selection process consists of the following criteria:

1. Academic performance 30%
2. Conduct and non-academic pursuits 30%
3. Extra-curricular activities 20%
4. Interview performance 20%

4. Interview

1. Shortlisted applicants will be notified by early March.
2. Date: 9th March, 2024 (Saturday) morning
3. Language: The interview will be conducted in English and Cantonese
4. All applicants will be interviewed. Applicants will be notified to attend the interview in early March.



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5. Documents required for submission of forms

1. Completed application form with a half-length photo attached;
2. Fill in the form of 'Choice of Schools Forms to Apply for a Discretionary Place' by the Education Bureau (one set of three copies);
3. Original and copy of the academic reports of Primary Five and the first term of Primary Six;
4. Original and copy of awards, relevant certificates, extra-curricular activity records in Primary Five and Primary Six (if applicable);
5. Original and photocopies of identity documents (HKID card);
6. A self-addressed stamped envelope applicant's name and mailing address clearly written on the envelope cover

***Recommendation letters from primary school are not required.**

6. Results announcements

The school will notify all successful students' or parents or guidance by written notice or telephone on or before 27th March, 2024 that their applications have been successfully included in the "List of Secondary School Discretionary Places Allocation (SSPA)". The results of all Secondary School Places Central Allocation will be announced by the applicant's primary school on or before 9th July, 2024.

7. Personal data collection statement

Submitting an application form means that the applicant agrees that the school will use the students' data for admission purposes. The personal data provided in this application will only be used for the S.1 admission process this year. The data may be disclosed to the Education Bureau for allocation of S.1 places and other education-related purposes. After the release of SSPA results, the data will be destroyed within 90 days. The applicant is responsible for providing correct and up-to-date information to the School. In case there are changes in the information in the application forms, the applicant must contact the School as soon as possible. The applicant has the right under Section 18 and 22 of the Personal Data (Privacy) Ordinance (Cap 486) to request access to and correction of personal data. For access to and correction of personal data submitted, please contact the School Office (tel no.: 2495 3363).