



# SHATIN TSUNG TSIN SECONDARY SCHOOL

沙田崇真中學

For office use only:

Application Form for Secondary One Discretionary Place (2022-2023)

**Application period: 3<sup>rd</sup> Jan 2022(Mon.) to 17<sup>th</sup> Jan. 2022(Mon.)**

*(Please read the application guidelines before filling in the form) (\*Please delete whichever is inappropriate)*

### A. Student Personal Information

Student Reference Number (STRN) :

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(STRN printed on the Primary Student Record Form issued by EDB)

For SEN students, please state the category so as to make appropriate interview arrangements:

\_\_\_\_\_ (Up to parents' preference for filling in or not)

Recent  
Photo

Name (as shown in I.D. card): (English) \_\_\_\_\_ (Chinese) \_\_\_\_\_

HK I.D. card no.: \_\_\_\_\_ Nationality : \_\_\_\_\_ Sex: M / F \* Religion (if any): \_\_\_\_\_

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

Home Address (English or Chinese): \_\_\_\_\_

Present School: (English) \_\_\_\_\_

(Chinese) \_\_\_\_\_

Please give more information if parent is our school graduate: Name of Parent: \_\_\_\_\_

Year of Graduation: \_\_\_\_\_ Is he/she a member of our Alumni Association? \*Yes / No

Please give more information if the applicant's sibling(s) is/are studying in our school:

Name: \_\_\_\_\_ Class: \_\_\_\_\_ Name: \_\_\_\_\_ Class: \_\_\_\_\_

### B. Academic Results & Conduct Grades in P.5 & P.6 (if available)

Results of Final Examination in P.5		Results of most recent examination in P.6	
Subject	Grade	Subject	Grade
Chinese Language		Chinese Language	
English Language		English Language	
Mathematics		Mathematics	
Conduct		Conduct	

**C. Outstanding external awards in sports, arts and service (Please list a maximum of 5 items)**

Name of Award (please specify the year)	Supporting document enclosed	
1	Yes	No
2	Yes	No
3	Yes	No
4	Yes	No
5	Yes	No

The interview is tentatively scheduled on 12<sup>th</sup> March 2022(Sat.). Should applicants have a significant reason, e.g. school examination, to request a specified period of time for interview, please fill in the following:

Time requested for interview: am / pm\* Reason: \_\_\_\_\_

(\*Please delete whichever is inappropriate) (The interview time will be subject to our school's decision)

Declaration I understand that

- (a) this application cannot be cancelled or retrieved after submission. Whether the application is successful or not, the application form and all documents submitted will not be returned.
- (b) each student may apply to **not more than two** participating schools listed in the Handbook for Application for Secondary One Discretionary Places, otherwise his/her chance of acquiring a Discretionary Place will be forfeited.
- (c) the personal data provided in this Form will be used for processing applications for Secondary One school places only. The provision of personal data by means of this Form is voluntary. Any false information given will render the application invalid.
- (d) where necessary, the particulars submitted may be provided to the Education Bureau for the purpose of the aforesaid application.
- (e) any request to access, and to request the correction of, the personal data supplied should be made in writing to the school office. However, all the personal data will be eliminated after the process of application of Secondary One school places has been completed.

**Particulars of parent or guardian:** Name: (English) \_\_\_\_\_ (Chinese) \_\_\_\_\_

Relationship with the student: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please print your information below for us to notify parents of successful applicants by phone and letter.**

**Contact phone no.** \_\_\_\_\_

**Email :**

\_\_\_\_\_

**Name of parent:** \_\_\_\_\_

**Name of student :** \_\_\_\_\_

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

\_\_\_\_\_

SHATIN TSUNG TSIN SECONDARY SCHOOL  
Guidelines on Application for S.1 Discretionary Places (2022-2023)

A. Number of discretionary places: 50

B. Submission of Application Form

1. **In Person:**

Application period: 3<sup>rd</sup> January 2022(Mon.) to 17<sup>th</sup> January 2022(Mon.)

Office hours : Monday to Friday: 8:30am – 12:30pm & 2:00pm – 5:00pm  
Saturday : 9:00am – 12:00 noon  
(except Public Holidays)

Documents needed:

Please bring along the following documents when submitting the Application Form. Application without any of the following items (except item f) will not be considered:

- a. the completed ‘Application Form for Secondary One Discretionary Place’ of Shatin Tsung Tsin Secondary School which bears a recent photo of the student
- b. the School Copy, the EDB Copy and the Parent Copy of the ‘Application Form for S1 Discretionary Place’ issued by the EDB, with our school name ‘Shatin Tsung Tsin Secondary School’ filled in the space provided in the application form. Please make sure that the three copies of the application form are intact, or else, please make sure all the copies carry the same application number before handing in the application form.
- c. a photocopy of the birth certificate or the Hong Kong Identity Card
- d. photocopies of the academic report for the final semester of Primary 5 and that of the most recent report of Primary 6 (Recommendation letter from primary school is unnecessary)
- e. a self-addressed stamped envelope (size: 4” x 9”, \$2.0) with student’s Chinese & English name printed
- f. photocopies of certificates of external awards in sports, arts or service area (if available)

2. **By Post:**

Important Reminders:

- Applicants should bear the liability for any loss or delay in postage. EDB advises parents to send the application by **registered mail** to minimize the risk of unsuccessful delivery.

- Our school will contact applicants by phone upon receiving the application. The Parent's Copy of the Application Form, after stamped with the school chop, will be mailed back to applicants for retention.

Application period: 3rd January 2022(Mon.) to 17th January 2022(Mon.), both dates inclusive (the postmark date should not be later than the prescribed deadline).

Documents needed:

Application without any of the following items (except item f) will not be considered:

- a. the completed 'Application Form for Secondary One Discretionary Place' of Shatin Tsung Tsin Secondary School which bears a recent photo of the student
  - b. the School Copy, the EDB Copy and the Parent Copy of the 'Application Form for S1 Discretionary Place' issued by the EDB, with our school name 'Shatin Tsung Tsin Secondary School' filled in the space provided in the application form. Please make sure that the three copies of the application form are intact, or else, please make sure all the copies carry the same application number before handing in the application form
  - c. a photocopy of the birth certificate or the Hong Kong Identity Card
  - d. photocopies of the academic report for the final semester of Primary 5 and that of the most recent report of Primary 6 (Recommendation letter from primary school is unnecessary)
  - e. **two** self-addressed stamped envelope (size: 4" x 9", \$2.0) with student's Chinese & English name printed
  - f. photocopies of certificates of external awards in sports, arts or service area (if available)
3. Under the following circumstances, the Application Form for S1 Discretionary Place issued by the EDB will not be processed:
- Application Form submitted after the deadline
  - Application Form with amendments to the pre-printed information for the Allocation Cycle, the Student Reference Number or the Application Number
  - Application Form with amendments to the pre-printed information for the Name of Student, Sex and Date of Birth, and without the stamp chop of the primary school (for students participating in Central Allocation) or EDB (for students not participating in Central Allocation)
  - Photocopied, damaged or incomplete Application Form

### C. Admission Criteria and Weightings

	Item	Weighting
a.	Rank order provided by the EDB (Each applicant gets a score proportionate to his/her ranking)	45%
b.	Performance at interview(all applicants will be interviewed)	40%
c.	i. Outstanding external awards in sports, arts or service (10%) ii. Conduct in Primary 5 and Primary 6 (5%)	15%

### D. Interview

All applicants will be invited for an interview, which is tentatively scheduled on 12<sup>th</sup> March 2022(Sat.). Notification letter will be sent from 3<sup>rd</sup> to 5<sup>th</sup> March 2022. If applicants do not receive the letter by 9<sup>th</sup> March 2022, please contact the school office at 26073881. Should the interview be cancelled due to school suspension by EDB, it will be rescheduled to 19<sup>th</sup> March 2022 (Saturday).

The interview will be conducted individually in both Chinese and English language. The interview aims to assess applicants' language ability and understand their personality, learning attitude and living habits.

### E. Notes

1. Parents need not submit any supplementary documents to our school after submitting the application. Applicants may hand in the documents to the interviewer in the course of the interview.
2. Our school will notify parents of all successful applicants by phone and letter on 31<sup>st</sup> March 2022 (Thursday).
3. Our school will not have open admission to Secondary One school places in July 2022, all S1 Discretionary Place candidates who are not admitted to our school via this system or Central Allocation will be placed automatically in the waiting list. If there is any school place available in July, a google form will be delivered on our school's webpage ([sttss.edu.hk/en/school/admission](http://sttss.edu.hk/en/school/admission)) on 12<sup>th</sup> July, 2022 for those who want to apply for a school place to fill in.