



## 聖保羅男女中學附屬小學

### 2018-2019 小一入學報名須知

#### 報名辦法

##### 1. 索取申請表

申請表可於 2017 年 8 月 28 日至 9 月 8 日辦公時間內（見頁底）親臨本校索取，或於本校網站下載。

##### 2. 遞交申請表

- i. 申請人家長 / 監護人須於 2017 年 9 月 4 日至 9 月 8 日辦公時間內，將已填妥之申請表及有關證明文件親自交回本校。報名費用全免。
- ii. 截止日期後遞交之申請將不獲受理。
- iii. 透過幼稚園提名（助學）計劃申請者，必須符合全數學費減免資格，並獲得幼稚園校長於提名表格上簽署確認。

##### 3. 報名所需呈交文件

- i. 填妥之小一入學申請表
- ii. 如在本地出生之申請人，請遞交香港出生證明書副本
- iii. 如在香港以外地方出生之申請人，請遞交外地之出生證明書副本及外國護照副本，並附獲准居港證明文件
- iv. 申請人之香港身份證（如有）副本
- v. 如在申請表格問題 15 或 16 選擇了「是」作為答案，提交申請表時請攜同父母身份證正本到校核實。家長亦可隨申請表提交身份證副本
- vi. 如屬校友，父 / 母獲本校小 / 中學發出之畢業證書（如有）副本
- vii. 申請人 / 父 / 母之基督教領洗紙（如適用）副本
- viii. 如遞交參考資料，本校只接受紙張文件，A4 紙雙面不超過 3 頁（單面不超過 6 頁），其他如電腦光碟或文件夾等恕不接受（有關資料只作參考之用，並非必須）
- ix. 貼足郵票之回郵信封 3 個，回郵信封將用作通知面見時間及申請結果，信封面請註明申請人姓名，並確保地址清楚正確

#### 面見及甄選程序

1. 所有申請人均可獲第一輪面見機會，當中約 300 位表現良好的申請人，可進入第二輪面見。
2. 面見將安排於 9 月下旬至 11 月期間進行，詳情另行通知。家長 / 監護人須於面見當日攜同有關證明文件之正本到校核實。
3. 甄選準則主要視乎申請人的面見表現，包括社交及溝通能力、品格及待人接物的態度等。評分機制如下：

面見	總分 (50)
第一輪	20
第二輪	30

#### 學額：140 名

1. 其中不超過 70% 學位收取與學校有關係之申請人（其兄 / 姊在本校中 / 小學就讀；中 / 小學畢業生或教職員或校董之子女）。
2. 不少於 30% 收取與學校無關係者。
3. 從整體學額中撥出 5% 予幼稚園提名（助學）計劃之申請人。

#### 申請結果

申請結果將於 11 月下旬書面通知家長 / 監護人。

#### 學費減免及助學金

有需要的學生（包括來自綜援家庭及領取學生資助辦事處財政資助的學生）可申請學費減免。有關學費減免計劃詳情，請參閱減免學費申請指引或致電 2101 0807 查詢。此外，符合全數學費減免資格的學生可獲發助學金，資助教科書、校服、午膳及交通等開支。

註：申請人及其家長切勿就其入學申請向學校教職員提供任何形式的利益。



### Notes to Applicants for Admission to Primary One 2018-2019

#### Application Procedure

##### 1. Obtaining Application Form

The Application Form is available at the School during office hours (see bottom of the page) from 28 August to 8 September 2017. Alternatively, the Form can be downloaded from the school website.

##### 2. Submitting Application

- i. Parent/Guardian should submit the completed Application Form together with all relevant documents to the School in person from 4 September to 8 September 2017 during office hours. No application fee is required.
- ii. Late applications will not be processed.
- iii. Applications through the Kindergarten Nomination Scheme should qualify for full fee remission. Applicants should also seek endorsement from the Head of Kindergarten on the Nomination Form.

##### 3. Documents Required

- i. The completed Application Form
- ii. For applicants born in Hong Kong, photocopy of the applicant's Hong Kong Birth Certificate
- iii. For applicants born outside Hong Kong, photocopy of the applicant's Birth Certificate of place outside Hong Kong and documents permitting him/her to stay in Hong Kong
- iv. Photocopy of the applicant's Identity Card (if applicable)
- v. If the answer to Question 15 or 16 of the Application Form is yes, please bring along the original copy of the Parent's Identity Card for verification OR the parent could provide a copy of the Identity Card to the School with the Application Form
- vi. Photocopy of the Primary/Secondary School Graduate Certificate of the applicant's parent if claiming parent's graduate status from the Schools
- vii. Photocopy of the applicant/parent's Baptism Certificate if claiming the same religious affiliation with the School
- viii. For applicants who wish to submit reference materials, please note that only paper documents (A4 paper; maximum 3 double-sided or 6 single-sided sheets) will be accepted. Please do not hand in CDs, clear folders etc.
- ix. 3 stamped self-addressed envelopes with sufficient postage. Self-addressed envelopes will be used to notify the applicant about the interview arrangement and the result of the application. Please put the name of the applicant on the stamped envelopes and ensure the address is clear and accurate.

#### Interview & Criteria

1. All applicants will be invited to the first round of interviews; about 300 of them will be shortlisted for a second interview.
2. Applicants will be notified of the interview(s) accordingly, to be held from the last week of September to November this year. Parent/Guardian is required to bring along the originals of all relevant documents for verification on the date of interview.
3. Admission criteria are largely based on the applicant's performance in the interviews, including their social and communication skills, attitude and manners. Weightings in admission interviews are as follows:

Interviews	Full Scores (50)
First Round	20
Second Round	30

#### Number of Places: 140

1. Not more than 70% of the successful applicants are related to the Schools (whose brother / sister being student of our Primary / Secondary School; parent being a graduate of / working full time in / being a registered School Manager of our Primary / Secondary School).
2. At least 30% of the successful applicants are not related to the Schools.
3. The school has put aside 5% of the primary one places under the Kindergarten Nomination Scheme.

#### Result of Application

Parent/Guardian will be notified of the result of the application in late November.

#### Fee Remission and Bursary

Students in need of financial assistance, including those from families receiving the Comprehensive Social Security Assistance (CSSA) and students receiving financial assistance provided by the Student Financial Assistance Agency (SFAA), could apply for fee remission. Please refer to the Brochure on Fee Remission Scheme or call 2101 0807 for details. Moreover, students eligible for full fee remission will be awarded a bursary to help cover their expenses on textbooks, school uniform, meals and transportation.

**Note:** Applicants and parents are reminded not to offer any advantages to school staff in connection with their applications.



聖保羅男女中學附屬小學  
ST. PAUL'S CO-EDUCATIONAL COLLEGE PRIMARY SCHOOL

申請編號 Application No.

2018-2019 小一入學申請表  
Application Form for Admission to Primary One

填寫此表格前請參閱報名須知  
Please read carefully the Notes to Applicants

填寫此表格時請注意：

- 1) 請用藍色或黑色原子筆填寫申請表
- 2) 請以正楷填寫英文資料
- 3) 請在適當的空格內填上“√”號

Please note the following when completing this Application Form:

- 1) Please use a blue or black ballpen in completing the Application Form
- 2) Please fill in the English details in BLOCK letters
- 3) Please put a “√” in the appropriate box

學校專用  
For School Use Only

A. 申請人資料  
Applicant's Particulars

1. 申請人姓名  
Applicant's Name
- 填上之姓名必須與申請人的香港出生證明書或其他身份證明文件(例如：香港身份證、護照、簽證身份書等)上的姓名完全相符。  
The name entered must agree exactly with that on the applicant's Hong Kong Birth Certificate or other identity document(s) (e.g. Hong Kong Identity Card, Passport, Document of Identity, etc).

中文  
\_\_\_\_\_

姓氏 名字

In ENGLISH  
SURNAME OTHER NAMES  
\_\_\_\_\_

2. 性別  男 Male  
Sex  女 Female

3. 出生日期  
Date of Birth
- 日 月 年  
Day Month Year
- 適齡入讀 2018-2019 年度小一之兒童應於 2011 年 9 月 1 日至 2012 年 12 月 31 日期間出生。  
Children with the right age to be admitted to Primary One in 2018-2019 school year were born within the period from 1-9-2011 to 31-12-2012.

4. 出生地點  
Place of Birth
- 請填寫 4a 或 4b。  
Please fill in either 4a or 4b.

- a.  香港  
Hong Kong
- (i) 香港出生證明書編號  
Hong Kong Birth Certificate No. \_\_\_\_\_
- (ii) 香港身份證編號  
Hong Kong Identity Card No. \_\_\_\_\_

申請人如在香港出生，請提交香港出生證明書副本。如申請人已領取香港身份證，請將香港身份證副本一併提交。  
If the applicant was born in Hong Kong, please submit a photocopy of his/her Hong Kong Birth Certificate and Hong Kong Identity Card (if any).

- b.  外地 請註明地點  
Other Place Please specify \_\_\_\_\_
- (i) 香港以外地方之出生證明書編號  
Birth Certificate (Issued Outside Hong Kong) No. \_\_\_\_\_
- (ii) 護照編號  
Passport No. \_\_\_\_\_
- (ii) 香港身份證編號  
Hong Kong Identity Card No. \_\_\_\_\_

申請人如在外地出生，請提交外地出生證明書副本；如申請人已領取護照或香港身份證，請提交有關文件之副本。護照副本必須包括由人民入境事務處發出之在港居留許可證。

If the applicant was born in another place, please submit a photocopy of his/her Birth Certificate issued outside Hong Kong. If the applicant has his/her Passport or Hong Kong Identity Card, please also submit a photocopy of the relevant document(s). Photocopy of his/her passport must include the page with document(s) provided by the Immigration Department permitting him/her to stay in Hong Kong.

5. 以中文為學習媒介  可以 Able  
Use Chinese as Learning Medium  不可以 Unable

6. 現正就讀之學校及地址  
School Attending & \_\_\_\_\_  
Address \_\_\_\_\_

7. 現正就讀之班級  
Class/Level Attending \_\_\_\_\_

請貼上申請人近照  
Please affix applicant's  
recent photograph

1.

2.

3.

4. a.

(i)

(ii)

4. b.

(i)

(ii)

(ii)

5.

6.

7.

8. 居住地址 中文 \_\_\_\_\_  
 \_\_\_\_\_  
 Residential Address In ENGLISH \_\_\_\_\_  
 \_\_\_\_\_

註：本校為直接資助學校，收生無住址所屬校網之限制。  
 Remarks: Being a direct subsidy school, we can admit applicants from any school net to fill the Primary One places.

9. 住宅電話  
 Home Tel. No. \_\_\_\_\_

**B. 家長 / 監護人資料**  
**Parents' / Guardian's Particulars**

10. 父親 a. 姓名 所填寫的姓名，必須與香港身份證及申請人出生證明書上的姓名相符。  
 Father Name The name entered must agree exactly with the parent's Hong Kong Identity Card and the applicant's Birth Certificate.  
 中文 \_\_\_\_\_  
 姓氏 名字  
 In ENGLISH \_\_\_\_\_  
 SURNAME OTHER NAMES  
 b. 香港身份證號碼  
 Hong Kong Identity Card No. \_\_\_\_\_  
 c. 職業  
 Occupation \_\_\_\_\_  
 d. 辦事處地址  
 Office Address \_\_\_\_\_  
 \_\_\_\_\_  
 e. 辦事處電話  
 Office Tel. No. \_\_\_\_\_  
 f. 其他聯絡電話  
 Other Contact No. \_\_\_\_\_

11. 母親 a. 姓名 所填寫的姓名，必須與香港身份證及申請人出生證明書上的姓名相符。  
 Mother Name The name entered must agree exactly with the parent's Hong Kong Identity Card and the applicant's Birth Certificate.  
 中文 \_\_\_\_\_  
 姓氏 名字  
 In ENGLISH \_\_\_\_\_  
 SURNAME OTHER NAMES  
 b. 香港身份證號碼  
 Hong Kong Identity Card No. \_\_\_\_\_  
 c. 職業  
 Occupation \_\_\_\_\_  
 d. 辦事處地址  
 Office Address \_\_\_\_\_  
 \_\_\_\_\_  
 e. 辦事處電話  
 Office Tel. No. \_\_\_\_\_  
 f. 其他聯絡電話  
 Other Contact No. \_\_\_\_\_

12. 監護人 a. 姓名 所填寫的姓名，必須與香港身份證上的姓名相符。  
 (如適用) Guardian Name The name entered must agree exactly with the guardian's Hong Kong Identity Card.  
 (If applicable) 中文 \_\_\_\_\_  
 姓氏 名字  
 In ENGLISH \_\_\_\_\_  
 SURNAME OTHER NAMES  
 b. 香港身份證號碼  
 Hong Kong Identity Card No. \_\_\_\_\_  
 c. 職業  
 Occupation \_\_\_\_\_  
 d. 辦事處地址  
 Office Address \_\_\_\_\_  
 \_\_\_\_\_  
 e. 辦事處電話  
 Office Tel. No. \_\_\_\_\_  
 f. 其他聯絡電話  
 Other Contact No. \_\_\_\_\_

8.  
 9.  
 10. a.  
 b.  
 c.  
 d.  
 e.  
 f.  
 11. a.  
 b.  
 c.  
 d.  
 e.  
 f.  
 12. a.  
 b.  
 c.  
 d.  
 e.  
 f.

### C. 其他資料 Other Information

13. 申請人的父 / 母為本校註冊校董  
Parent Being a Registered School Manager of Our School  不是 No  
 是 Yes 父 / 母姓名  
Name of Parent \_\_\_\_\_
14. 申請人的父 / 母為本校小 / 中學全職教職員  
Parent Working Full Time In Our Primary/Secondary School  不是 No  
 是 Yes 父 / 母姓名  
Name of Parent \_\_\_\_\_
15. 申請人的兄 / 姊正在本校小 / 中學就讀  
Sibling(s) Studying In Our Primary/Secondary School  不是 No  
 是 Yes 兄 / 姊姓名  
Name of Sibling(s) \_\_\_\_\_  
現讀  小學 Primary School  
Class Attending  中學 Secondary School  
班別 \_\_\_\_\_  
Class \_\_\_\_\_
16. 申請人的父 / 母為本校小 / 中學畢業生  
Parent Being a Graduate of Our Primary/Secondary School  不是 No  
 是 Yes 父 / 母姓名  
Name of Parent \_\_\_\_\_  
 上午小學 AM Primary School  
 下午小學 PM Primary School  
 中學 Secondary School  
畢業年份  
Year of Graduation \_\_\_\_\_
17. 申請人為首名出生子女  
First-born Child  不是 No  
 是 Yes
18. 申請人與本校辦學團體有相同的宗教信仰  
Same Religious Affiliation as the Sponsoring Body of Our School  不是 No  
 是 Yes
19. 透過幼稚園提名（助學）計劃申請  
Applicant being nominated for admission through the Kindergarten Nomination Scheme (Financially Disadvantaged Students)  不是 No  
 是 Yes

校長簽署及校印  
Authorised Signature with School Chop \_\_\_\_\_

#### 備註：

- 所有申請人均獲第一輪面見。
- 家長 / 監護人在申請表格所提供的個人資料，將只用於辦理申請聖保羅男女中學附屬小學小一學位事宜。
- 請家長 / 監護人在申請表格提供所需資料。倘若所提供的資料不充足，本校可能無法辦理有關申請。
- 根據《個人資料（私隱）條例》第 18 和 22 條及附表 1 第 6 原則的規定，家長 / 監護人有權更改或查詢所提供的個人資料。

#### Remarks:

- All applicants will be invited to the first round of interviews.
- The personal data provided by means of the Application Form will only be used for application for St. Paul's Co-educational College Primary School Primary One Place.
- Please provide the required information. If Parent/Guardian does not provide sufficient information, our school may not be able to process the application.
- You have a right of access and correction with respect to the personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance.

## 本人聲明

- (1) 本人為上述申請人的家長 / 監護人。
- (2) 本人已明白此表格提供的個人資料的用途，和有關查閱及改正資料的權利。
- (3) 本人同意 貴校向申請人就讀之學校諮詢有關其學習情況。
- (4) 此表格內的資料全屬正確無訛，倘若有虛報資料，本申請則作廢。
- (5) 本人確知申請人將獲安排於本年9月下旬至11月期間進行面見，家長須攜同各有關之證明文件正本到校核實。
- (6) 本人現隨申請表提交各有關證明文件之副本以供參考。

## I declare

- (1) I am the parent/guardian of the above mentioned applicant.
- (2) I understand the purposes of which the personal data provided by means of this form will be used, as well as my rights for data access/correction.
- (3) I understand that your school may consult the applicant's school on his/her development.
- (4) To the best of my knowledge and belief, the information contained in this form is true and correct. If false information is supplied, this application will be rendered null and void.
- (5) I understand that an interview will be arranged for the applicant from the last week of September to November this year. Originals of all relevant documents must be brought along for verification.
- (6) I submit photocopies of all relevant documents with this Application Form.

家長 / 監護人簽署

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

家長 / 監護人姓名

Name of Parent/Guardian \_\_\_\_\_

日期

Date \_\_\_\_\_



校印  
School Chop

### 2018-2019 小一入學申請表收據 Receipt of Primary One Application Form

申請編號 Application No.

茲收到申請人

Received from Parent/Guardian of \_\_\_\_\_  
(申請人姓名 Name of Applicant)

家長 / 監護人向聖保羅男女中學附屬小學遞交之小一入學申請表。

the Application Form for Admission to Primary One in St. Paul's Co-educational College Primary School.

收表人簽署

Collector's Signature \_\_\_\_\_

收表日期

Date Received \_\_\_\_\_ / \_\_\_\_\_ / 2017