

**HKTA THE YUEN YUEN INSTITUTE NO.3 SECONDARY SCHOOL**  
**香港道教聯合會圓玄學院第三中學**

**S.1 Secondary School Places Allocation (SSPA) System**  
**中一自行分配學位申請細則**

一、申請日期：二零一二年一月三日至二十日。

I. Date of application: 3 January-20 January 2012.

二、索取及遞交申請表格辦法：

II. Method of application:

甲、派發表格

二零一一年十二月一日開始派發本校「中一自行分配學位申請表」。

A. Distribution of application form for S.1 Secondary School Places Allocation will start from 1 December 2011 onwards.

乙、索取表格

小六學生可向所屬小學索取本校「中一自行分配學位申請表」乙份、親臨本校索取或於網上下載 (<http://www.hktayy3.edu.hk>)。

B. Collection of application form

Primary 6 pupils can get the application form from their primary schools. Forms can also be collected from our school or downloaded from our school website at <http://www.hktayy3.edu.hk>

丙、遞交表格

填妥表格後，須於二零一二年一月三日至二十日期間，交回本校校務處。

(本校校務處辦公時間： 星期一至五： 上午八時三十分至下午五時  
星期六： 上午九時至下午十二時三十分  
星期日及公眾假期：休息 )

C. Submission of application form

The completed form should be returned to our school office during 3 January-20 January 2012.

(Office hours: Monday to Friday: 8:30 a.m.-5:00p.m.

Saturday : 9:00a.m.-12:30p.m.

Sunday & Public Holidays: Closed)

丁、遞交文件

(1) 教育局提供之「中一自行分配學位申請表」

(2) 本校「中一自行分配學位申請表」

(3) 小五至小六成績表副本〔如未有小六成績表副本，可其後補交。〕

(4) 有關文件副本(如獎狀等)

D. Submission of documents

(1) Application form for S.1 Secondary School Places Allocation distributed by EDB

(2) Application form from our school

(3) Copies of P.5 & P.6 Student's Report (P.6 Student's Report can be submitted later if necessary)

(4) Copies of relevant awards (e.g. Certificate )

戊、取回家長存根

由本校於教育局提供之「中一自行分配學位申請表」上蓋印，家長須取回家長存根。

E. Collection of parent's reply slip

School will stamp the school chop on the application form for S.1 Secondary School Places Allocation distributed by EDB, parent(s) should then collect the Parent's copy as acknowledgement.

三、申請須知：

凡申請者均獲邀於二零一二年三、四月間進行面試，日期將個別通知。

III. Notes for application:

All applicants will be invited for interview between March and April 2012. Dates will be notified individually.

四. 收生準則：

IV. Admission Requirement:

Priorities 優先次序	Items 項目	Requirements 要求	Weighting 比重
1	Conduct 操行	Grade B or above B 級或以上	50%
2	Internal examination results 校內成績 <ul style="list-style-type: none"><li>Average marks 總平均分</li><li>Results in Chinese, English and Mathematics 中、英、數成績</li><li>Rank in form 全級名次</li></ul>	Pass, average or above  合格，中等或以上  Pass in all of these three subjects (two of them must attain Grade C or above) 三科必須合格，而其中兩科必須 C 級或以上 Rank according to the total marks attained in Chinese, English and Mathematics 按中、英、數成績總績點排名	30%
3	Performance in interview 面試	Good in overall performance (e.g. attire, attitude, answering skills) 整體表現良好 (如儀容、態度、對答)	10%
4	Extra-curricular activities 課外活動	Participated in at least one activity 參加一項或以上	5%
5	Comments 評語	Good 良好	5%
6	Rank order list 申請學生成績次第名單	Comparatively higher in rank 排名較高	Reference 參考
			100%

五. 本校自行分配學額為 43 個。

V. The S.1 discretionary places of our school are 43.

六. 面試後取錄與否，將按教育局規定，於二零一二年七月十日中學學位分配放榜時公佈。

VI. The result of interview is subjected to the EDB regulations and will be released on 10 July 2012.

七. 根據教育局「中學學位分配辦法概要」，家長可向兩間中學提交申請。如申請超過兩間學校的自行分配學位，學生將失去獲得該類學位的權利。

VII. According to the Overview of the S.1 Secondary School Places Allocation from the EDB, parents can choose no more than 2 participating secondary schools, otherwise, the chance of acquiring a discretionary place will be forfeited.

八. 因學校不能公佈「自行分配學位」取錄名單，凡報考本校的同學，可於明年五月選校時，填報本校作為第一志願，以增加入讀本校機會。

VIII. As school is not allowed to release the admission list, students applying for enrollment in our school can put our school as the first choice in May next year for a higher chance of successful application.

九. 如有任何疑問，歡迎致電 2178 3223 查詢。

IX. For enquiries, please contact us at 21783223.

**S.1 Discretionary Places Admission Application Form (2012-2013)**  
**二零一二至二零一三年度中一自行分配學位入學申請表**

Student Name (English) \_\_\_\_\_ (Chinese) \_\_\_\_\_ Sex: \_\_\_\_\_  
學生姓名 (英文) \_\_\_\_\_ 中文 \_\_\_\_\_ 性別 \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ I.D. No.: \_\_\_\_\_  
出生日期 \_\_\_\_\_ 年齡 \_\_\_\_\_ 身份證號碼 \_\_\_\_\_

Place of Birth: \_\_\_\_\_ Native Place: \_\_\_\_\_ Religion: \_\_\_\_\_  
出生地點 \_\_\_\_\_ 籍貫 \_\_\_\_\_ 宗教 \_\_\_\_\_

Address: (Chinese) \_\_\_\_\_  
住址 (中文) \_\_\_\_\_  
(English) \_\_\_\_\_  
(英文) \_\_\_\_\_  
\_\_\_\_\_

Photo  
相片

1 1/2" x 2"

Telephone No.: \_\_\_\_\_ (Home) \_\_\_\_\_ (Mobile Phone) \_\_\_\_\_  
電話號碼 \_\_\_\_\_ 住宅 \_\_\_\_\_ 手提電話 \_\_\_\_\_

School Attending: \_\_\_\_\_ Class Attending: \_\_\_\_\_  
就讀學校 \_\_\_\_\_ 就讀班別 \_\_\_\_\_

School Address : \_\_\_\_\_ Tel. No. : \_\_\_\_\_  
學校地址 \_\_\_\_\_ 電話 \_\_\_\_\_

Student Reference No.: \_\_\_\_\_ (Can be found from EDB's gum label)  
學生編號(STRN) \_\_\_\_\_ (可從教育局派發的學生資料貼紙找到)

Name of Parent/Guardian : (English) \_\_\_\_\_ (Chinese) \_\_\_\_\_  
家長 / 監護人姓名 (英文) \_\_\_\_\_ (中文) \_\_\_\_\_

Relationship: \_\_\_\_\_ Age: \_\_\_\_\_ Occupation: \_\_\_\_\_  
與申請人關係 \_\_\_\_\_ 年齡 \_\_\_\_\_ 職業 \_\_\_\_\_

Relatives who are studying in/have previously attended this school 現在本校就讀/曾在本校肄業親屬姓名

姓名 Name	關係 Relationship	入學年份 Year of Entry	畢業年份 Year of Left

Class Applied For: \_\_\_\_\_ Recommended By: \_\_\_\_\_ Relationship: \_\_\_\_\_  
擬讀班級 \_\_\_\_\_ 推薦人姓名 \_\_\_\_\_ 與申請人關係 \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_  
申請人簽署 \_\_\_\_\_ 日期 \_\_\_\_\_

Signature of Applicant's Parent/Guardian: \_\_\_\_\_  
申請人家長 / 監護人簽署 \_\_\_\_\_

Note : (i) Please return this form with a photocopy of the P.5 & P.6 school reports on or before \_\_\_\_\_ 20-1-2012

註 : 請於 20-1-2012 或之前連同小五及小六之成績表副本交回此表格

(ii) Primary school's recommendation letters are not required  
毋須提交小學推薦信

FOR OFFICE USE: ☐ To be rejected ☐ To be admitted to \_\_\_\_\_ Approved By: \_\_\_\_\_

校務處填寫

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