

# HOI PING CHAMBER OF COMMERCE SECONDARY SCHOOL

## 旅港開平商會中學

### Application for Secondary 1 Discretionary Places (2024-2025)

### 申請中一自行分配學位(2024-2025)

#### Application Details 申請詳情：

Application Dates 申請日期：	2 January (Tuesday) to 16 January 2024 (Tuesday) 2024年1月2日(星期二)至1月16日(星期二)
Office Hours 辦公時間：	Monday to Friday: 9:00 a.m. to 4:30 p.m. 星期一至星期五：上午九時至下午四時三十分 Saturday: 9:00 a.m. to 12:00 noon 星期六：上午九時至中午十二時
Documents required 所需文件：	<ol style="list-style-type: none"><li>1. A completed application form with a recent photograph attached 已填妥的申請表並貼上近照一張</li><li>2. Photocopies of school reports of Primary 4, Primary 5 and Primary 6 (1<sup>st</sup> term) 四年級及五年級全年成績表副本、六年級上學期成績表副本</li><li>3. Photocopies of extra-curricular activities, services and awards in <b>Primary 4 to Primary 6 (with pages numbered for easy reference)</b> 只需遞交<b>四年級至六年級</b>課外活動、義工服務及獎項證明副本 (請在副本自行編上頁碼，以便填在申請表內。)</li><li>4. A self-addressed stamped envelope (with student's name, address and a \$2.2 stamp) 回郵信封一個(信封上請寫上學生姓名、回郵地址及貼上\$2.2 郵票)</li><li>5. The EDB Copy, School Copy and Parent Copy (with all three parts intact) of the 'Application Form for S1 Discretionary Places' 教育局所印發的「中一自行分配學位申請表」學校存根、教育局存根及家長存根的三個相聯部分</li></ol> <p>✧ Only submit portfolio in form of paper <b>bound by flat paper clips (Do not use files or circular paper clips)</b> 只接受紙張文件，並用長尾夾或白鋼夾夾起(不接受文件夾或膠圈釘裝)，所附資料，請力求簡潔。</p> <p>✧ <b>Recommendation letter from primary school is NOT required.</b> 申請人請勿附上任何小學推薦信。</p>
Submission Procedure 遞交手續：	<ol style="list-style-type: none"><li>1. Parents should submit applications to the school <b>IN PERSON</b>. (Submission by applicants is not required) 填妥申請表由家長<b>親身</b>交回本校。(申請人毋須親自遞交)</li><li>2. For parents registered as SSPA e-Platform users and bound their account with "iAM Smart+", they may choose to submit their applications via the SSPA e-Platform. Parents must upload their application forms and soft copies of the school reports, extra-curricular activities, services and awards to the e-Platform. <u>They should also submit a self-addressed stamped envelope to the school office on the second-round interview day.</u></li></ol>

	<p>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，可選擇透過「中一派位電子平台」遞交自行分配學位申請。家長必需於電子平台上載申請表及成績表副本、課外活動、義工服務及獎項證明副本，並於第二輪面試日將一個回郵信封交到本校校務處。</p> <p>✧ <b><u>If parents have submitted paper Application Form, please do not submit duplicate applications via SSPA e-Platform, and vice versa.</u></b>  <u>如家長已遞交紙本申請表，請勿透過「中一派位電子平台」重複遞交申請，反之亦然。</u></p>
<p>Remarks 注意事項：</p>	<p>1. Applicants may apply to no more than 2 schools. 申請人可同時向不多於兩間學校申請。</p> <p>2. The quota of S1 Discretionary Places for our school is <u>50</u>. 本校自行分配中一學位收生名額為<u>五十名</u>。</p>
<p>Interview Dates 面試日期：</p>	<p><b>First-round Interview: <u>Online Interview</u> 第一輪面試：網上面試</b>  Interview Date: 3 February 2024 (Saturday)  面試日期：2024年2月3日（星期六）  All applicants will be invited to attend an online interview by e-mail on or before 26 January 2024 (Friday).  本校將於2024年1月26日（星期五）或之前以電郵邀請所有申請人參加網上面試。</p> <p><b>Second-round Interview: <u>Face-to-face Interview</u> 第二輪面試：實體面試</b>  Interview Date: 9 March 2024 (Saturday)  面試日期：2024年3月9日（星期六）  Selected applicants will be invited to attend an interview by e-mail on or before 1 March 2024 (Friday). Applicants not invited for interview may consider their applications unsuccessful.  本校會於2024年3月1日（星期五）前以電郵邀請獲選的申請人參加面試，未接獲面試通知者，作落選論。</p> <p>Successful applicants in the Successful List for S1 Discretionary Places will be notified by letter and phone on 27 March 2024 (Wednesday).  學校將於2024年3月27日（星期三）透過書面郵寄及電話通知正取學生已獲納入《自行分配學位正取名單》。</p>

### Selection Criteria and Weightings 收生準則及比重：

Selection Criteria 收生準則	Weightings 比重
1. Academic Performance 學業成績	40%
2. Extra-curricular Activities and Services 課外活動及服務	10%
3. Awards 獎項	20%
4. Interviews (conducted in English and Cantonese) 面試（以英語及粵語進行）	30%
5. Conduct 操行	B or above B或以上
Total 總分	100%