



柏立基教育學院校友會
何壽基學校



Primary One Admission for September 2024

A: To be eligible for application, a child must

1. be born on or before 31 December 2018;
2. have either a HK Birth Certificate or the Certificate of Entitlement to the Right of Abode in Hong Kong.

- Submission Period and Time:

Handling of paper Application Forms (Submit to our school directly)	Handling of electronic applications (Through the POA e-Platform)
25 th September, 2023 (Mon.) to 29 th September, 2023 (Fri.) From 8:00am – 5:00pm (excluding Saturday, Sunday and public holiday)	21 st September, 2023 (Thu.) to 29 th September, 2023 (Fri.) Deadline of application: 29 th September, 2023 11:59pm

- Venue :

Handling of paper Application Forms (Submit to our school directly)	Handling of electronic applications (Through the POA e-Platform)
1/F General Office, Ho Sau Ki School	Sumit online

- Application Form:

Handling of paper Application Forms	Handling of electronic applications
(i) 1/F General Office, Ho Sau Ki School OR (ii) the kindergarten the child is attending, District Offices, the School Places Allocation Section and the Regional Education Offices of the Education Bureau.	Through the POA e-Platform

B: Guidance notes for filling-in the application form

1. Our School Network: Net **70** Our School Number: **115576**
Please visit the following website: www.edb.gov.hk for information on the P.1 School Net.
2. If parents want to apply to our school, please make sure to fill in the

following items before submitting the application form:

- The name of the chosen school:
S.R.B.C.E.P.S.A. Ho Sau Ki School
- School time: **Whole day School**

C: Criteria for admission

1. Applicants with sibling(s) studying at or parent(s) working for the school (All applicants in this category will automatically be admitted to our school)
2. Selection of applicants according to a Points System. If the number of successful applicants exceeds the quota, the final decision will be made by the EDB.

D: Release of allocation results

1. Schools will release discretionary placement results on 20 November, 2023(Mon.) You may find admission results at our school or on our school website: <http://www.hosauki.edu.hk>
2. Successful applicants should register at our school from 22 to 23 November 2023.
3. For any further information or enquiries, please contact our school (Tel. 24556111) or the School Place Allocation Section of the Education Bureau (Tel.2832 7635).

E: Guidance notes on application

Handling of paper Application Forms	Handling of electronic applications
<ol style="list-style-type: none">1. Please use a black or blue pen to complete the application form.2. Present an original copy of the parent/guardian's Hong Kong Identity Card, Passport or other identity documents.3. If there is the need to authorize a trustee to submit the application form, the trustee is required to show a photocopy of the applicant's (parent/guardian's) identity document.4. Present the original as well as a photocopy of the applicant's (pupil's) original HK Birth Certificate. If the words "Not Established" are shown in the last column of the Birth Certificate, the	<ol style="list-style-type: none">1. Parents can choose to submit applications for discretionary places and central allocation, as well as check results of allocation of discretionary places and central allocation via ePOA (URL: https://epoa.edb.gov.hk/login?lang=en)2. If parents wish to use the above electronic services, they have to register their ePOA accounts via the "iAM Smart" mobile app (URL: https://www.iamsmart.gov.hk/en) Parents who have bound their accounts to "iAM Smart+" can submit primary one applications and check the results of allocation of discretionary places and central allocation through ePOA. Parents who have bound their accounts

original as well as a photocopy of the applicant's (pupil's) valid travel document(s) or Permit to Remain in Hong Kong are required.

5. If the applicant doesn't have a HK Birth Certificate, an original as well as a photocopy of the child's foreign birth certificate and document of Right of Abode in Hong Kong must be shown.
6. An original as well as a photocopy to proof a present address (such as stamped tenancy agreement, demand note for rates, public housing tenancy agreement or water/electricity/town gas/residential telephone bills, etc.) and a photocopy of the document should be handed in.
7. If an applicant has sibling(s) studying in our school, originals as well as photocopies of sibling(s)'s Birth Certificates and Student Handbooks must be shown.
8. If an applicant's sibling(s) or parents graduated from our school, originals as well as photocopies of sibling's Birth Certificates and graduation certificates of sibling(s) or parents must be shown.
9. Please keep the yellow 'Parent's Copy' for future reference.
10. Please prepare two return envelopes with a \$2.2 (local) stamp or a \$2.8 (mainland) stamp on them.
11. If more than one application is submitted, the applications for

to "iAM Smart" can check the results through the ePOA.

3. To facilitate parents to better understand the application procedures for ePOA, please make reference to the relevant Powerpoint, videos and Parent Guides uploaded to the EDB's website (URL:

[https://www.edb.gov.hk/en/education/system/primary-secondary/spa-systems/primary-1-](https://www.edb.gov.hk/en/education/system/primary-secondary/spa-systems/primary-1-admission/index.html)

[admission/index.html](https://www.edb.gov.hk/en/education/system/primary-secondary/spa-systems/primary-1-admission/index.html)) (Home

>Education System and

Policy>Primary and Secondary

Education > School Places Allocation

Systems> Primary One Admission

System).

discretionary place will be rendered void.	
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F: Summary of documents to be handed in with application

- Document (1): Parent's/ Guardian's Identity Card
- Document (2): Applicant's HK Birth Certificate
- Document (3): Proof of present address e.g. stamped tenancy agreement, demand note for rates, public housing tenancy agreement or water/electricity/town gas/residential telephone bills, etc.)
- Document (4): Sibling(s)'s student handbook (if applicable)
- Document (5): Sibling(s)'s or parents' graduation certificates (if applicable)
- Document (6): Sibling(s)'s HK Birth Certificate (if applicable)

(After checking the original copies, the photocopies of the above documents (2-6) will be taken in and the originals will be returned to parents.)

Please contact (Tel: 24556111) Ms. Tsui , Mr Kwong and Mr Fung, if you want to know more about our school.
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