



柏立基教育學院校友會
何壽基學校



申請 2024 年度 9 月小一入學須知

一、申請資格

1. 兒童必須於 2018 年 12 月 31 日或以前出生。
2. 兒童必須具有香港出生證明書或合法居留香港證明。

● 交表日期及時間：

紙本申請(直接交回本校)	電子申請(透過「小一入學電子平台」遞交)
25/9/2023(一)至 29/9/2023(五) 上午 8 時至下午 5 時 (星期六、日及公眾假期除外)	21/9/2023(四)至 29/9/2023(五) 截止時間:29/9/2023 晚上 11:59

● 交表地點：

紙本申請(直接交回本校)	電子申請(透過「小一入學電子平台」遞交)
本校一樓校務處	網上遞交

3. 索取「小一入學申請表」：

紙本申請	電子申請
(i)本校一樓校務處或 (ii)於學童就讀的幼稚園、各區民政事務處、教育局學位分配組、區域教育服務處	透過「小一入學電子平台」遞交申請表

二、填表須知

1. 本校校網為 **70** 網，學校編號為 **115576**。
有關 2024 年度小一學校網資料可瀏覽教育局網頁：www.edb.gov.hk
2. 家長如選報本校，填寫 2024 年度「小一入學申請表」時請謹慎地填寫以下部分：
 - 申請的小學名稱：「柏立基教育學院校友會 何壽基學校」
 - 學校授課時間：「全日制」

三、取錄原則

1. 甲類：凡有兄/姊在本校就讀或父/母在本校就職的申請人均獲取錄。
2. 乙類：除甲類的申請人外，本校將根據「計分辦法準則」甄選學生，若

評分相同的申請人數超逾本校學位數目時，決定權將交由教育局處理。

四、結果公佈

1. 申請本校 2024 年度小一入學的結果將於 2023 年 11 月 20 日（星期一）公佈，請所有家長屆時親臨本校或登入本校校網 <http://www.hosauki.edu.hk> 查閱申請結果。
2. 獲派自行分配學位的申請人須於 2023 年 11 月 22 日至 23 日到本校辦理註冊手續。
3. 家長如對申請事宜有任何疑問，請向本校(電話:24556111)或致電教育局學位分配組(2832 7635)查詢。

五、交表須知

紙本申請	電子申請
<ol style="list-style-type: none">1. 請用黑色或藍色原子筆填寫申請表。2. 家長/監護人須出示身份證、護照或其他身份證明文件正本。3. 如家長/監護人委託他人交表，則來人須出示申請人(家長/監護人)的身份證明文件影印本。4. 請出示申請兒童的香港出生證明書正本及影印本；若出生證明書最後一欄註有「未確定」字樣，請家長出示兒童的有效旅行證件或在港居留許可證正本及影印本。5. 沒有香港出生證明書者，請出示兒童的非本地出生證明書和本港居留的身份證明文件正本及影印本。6. 請出示居住地址證明文件(如已蓋釐印租約、差餉單、公屋租約、水/電/煤氣/住宅電話收費單等)正本及影印本。7. 如填報兄/姊在本校就讀，須出示申請人兄/姊出生證明書及學生手冊的正本及影印本。8. 如填報兄/姊或父/母在本校畢業，須出示申請人兄/姊出生證明書及申請人兄/姊或家長畢業證書的正本及影印本。9. 交表後須取回黃色的「家長副本」，並妥為保存。10. 已貼上二元二角(本地)/二元八角(內地)郵票之回郵信封兩個。11. 如家長同時向多於一間官立或資助小學申請學位，其子女的自行分配學位申請將會作廢。	<ol style="list-style-type: none">1. 家長可透過「小一入學電子平台」(網址:https://epoa.edb.gov.hk/login?lang=tc)遞交自行分配學位及統一派位申請，並查閱自行分配學位及統一派位結果。2. 如欲使用上述的電子服務，家長需透過「智方便」流動應用程式(網址:https://www.iamsmart.gov.hk/tc)自行登記「小一入學電子平台」帳戶。以「智方便+」綁定帳戶的家長，可透過電子平台遞交小一入學申請及查閱自行分配學位及統一派位結果。而以「智方便」綁定帳戶的家長，則可透過電子平台查閱有關結果。3. 為讓家長了解「小一入學電子平台」的申請程序，請參考教育局網頁(網址：https://www.edb.gov.hk/tc/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html)上的相關簡報、短片及家長指南(主頁>教育制度及政策>小學及中學教育>學位分配>小一入學統籌辦法)

六、交表應帶備文件

文件①： 家長/監護人身份證

文件②： 申請人香港出生證明書

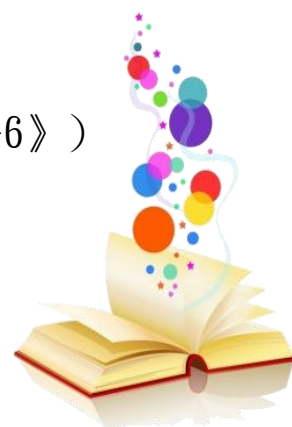
文件③： 地址證明—如水/電費/煤氣單/差餉單/公屋租約/已蓋釐印租約

文件④： 兄/姊學生手冊（如適用）

文件⑤： 兄/姊/家長畢業證書(如適用)

文件⑥： 兄/姊香港出生證明書(如適用)

(本校將會核對以上文件正本，然後收取影印本文件《2-6》)



如有興趣了解學校資料或安排參觀，可聯絡本校(24556111)
徐家貽副校長、鄺立中主任、馮俊偉主任查詢。



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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