

**St. Paul's School (Lam Tin)**  
 10 On Tin Street, Lam Tin, Kowloon.  
 Tel: 23472991 Fax: 23497892  
 e-mail: school@spslt.edu.hk  
**Application for S1 Discretionary Places**  
**(2025-2026)**

School Use Only
Code: S/P/E
2526
Received date:

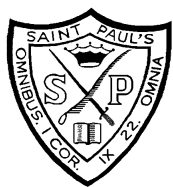
Name of Applicant	English				Recent Photo of Applicant
	Chinese		Student Reference Number (STRN)		
Primary School					
Residential Address (English)					
Correspondence Address (English)					
E-mail Address					
Telephone No.		Religion			
Date of birth (dd/mm/yy)		ID Card/ Passport No.			
Father's name (English)		Mother's name (English)		Guardian's name (English) (if applicable)	
(Chinese)		(Chinese)		(Chinese) (if applicable)	
Occupation		Occupation		Occupation (if applicable)	
Telephone No.	Home: _____ Office: _____ Mobile: _____	Telephone No.	Home: _____ Office: _____ Mobile: _____	Telephone No. (if applicable)	Home: _____ Office: _____ Mobile: _____

Affiliation (if applicable) :		
Mother or sisters studied or studying in St. Paul's School (Lam Tin)		
<u>Name</u>	<u>Relationship</u>	<u>Graduation Year/Class</u>
_____	_____	_____
<u>Name</u>	<u>Relationship</u>	<u>Graduation Year/Class</u>
_____	_____	_____

**The parent's/guardian's signature below means that the applicant understands the application reminders and the personal information collection statement written on pages 3-4 of this application form, and confirms the submission of this application.**

**Parent's /Guardian's signature:**

**Date:** \_\_\_\_\_



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**Application for S1 Discretionary Places (2025-2026)**

**Major Achievements in Other Learning Experiences/ Outstanding Academic Performance**

**\*Please write the code on the top right hand corner of the supporting documents and arrange them in order.**

<b>A. Music/Art/Speech: Events</b>		<b>Year</b> (e.g. 2023-2024/ 2024-2025)	<b>Achievements/Responsible Posts</b>	<b>Supporting Document*</b>
1				A1
2				A2
3				A3
4				A4
<b>B. Sports/Dance: Events</b>		<b>Year</b>	<b>Achievements /Responsible Posts</b>	<b>Supporting Document*</b>
1				B1
2				B2
3				B3
4				B4
<b>C. Intellectual achievement: Events</b> (e.g. STEAM, Robotics)		<b>Year</b>	<b>Achievements /Responsible Posts</b>	<b>Supporting Document*</b>
1				C1
2				C2
3				C3
4				C4
<b>D. Service: Events</b>		<b>Year</b>	<b>Achievements /Responsible Posts</b>	<b>Supporting Document*</b>
1				D1
2				D2
3				D3
4				D4
<b>E. Others (if applicable)</b>		<b>Year</b>	<b>Achievements /Responsible Posts</b>	<b>Supporting Document*</b>
1				E1
2				E2
3				E3
4				E4



- Application for S1 Discretionary Places (2025-2026) is accepted from 2 January 2025 to 16 January 2025. The number of S1 Discretionary Places (2025-2026) is 50.
- The application form can be obtained from our school in person or from our school website (www.spslt.edu.hk).  
School office hours are: 8:30 a.m. – 5:00 p.m. (Monday-Friday); 8:30 a.m. – 12:00 noon (Saturday) (Closed on Sundays and during public holidays)
- Applicants have to submit completed application forms (from the EDB and our school) together with photocopies of the following documents arranged in the order as listed below from 2 January 2025 to 16 January 2025. All documents submitted in person during our office hours should be stapled and enclosed in an A4 size envelope. Application can also be made via the SSPA e-platform and three stamped self-address envelopes should be submitted to our school in person or by post.
  - Birth certificate and identity card
  - Certificate of Baptism (for Catholics)
  - School Report Cards of Primary 5 and Primary 6 ONLY
  - Certificate / supporting documents for outstanding achievements in internal or external activities in Primary 5 and Primary 6
  - Three stamped self-addressed envelopes

\*Those who submit application documents in person should receive from our school the Parent's Copy bearing our school chop, school name and school code, and the application receipt for record. Those who submit application documents via the SSPA e-platform should receive from our school the application receipt enclosed in their self-addressed envelope by post. Applicants have to use the Application Number printed on the application receipt for future reference. Applicants should contact their primary schools/ the EDB for details about the SSPA e-platform.

\*Do NOT submit recommendation letters from principal/teachers of primary schools.

\*Application CANNOT be withdrawn once submitted. Personal data collected will be used for processing the admission application only. All items submitted will not be returned and will be kept by our school until the admission process is completed. All documents will be destroyed after the completion of the admission process.
- Interview Arrangement:
  - Date: 15 March 2025 (Sat) at 8:15 a.m. – 12:30 p.m.
  - About 250 applicants will be selected based on the Admission Criteria (except interview performance) listed below for interview.
  - A letter of notification with details of the interview will be sent on 7 March 2025 (Fri) to the selected candidates. The interview list (the application no. on the receipt) will be published on our school website after 5:00 p.m. on the same day.
  - Successful applicants chosen in accordance with our selection criteria for 2025-2026 S1 Discretionary Places will be notified by our school on 31 March 2025 (Mon) by post (Admission Letter) and by phone (from 9 a.m. to 4 p.m.).

- 本校將於二零二五年一月二日至一月十六日接受二零二五至二零二六年度自行分配學位申請。二零二五至二零二六年度自行分配學位數目為五十。
- 申請表格可於本校網頁(www.spslt.edu.hk)下載或親臨本校索取。校務處辦公時間為：  
上午8:30至下午5:00 (星期一至五) 上午8:30至中午12:00 (星期六) (星期日及公眾假期休息)
- 申請人須於二零二五年一月二日至一月十六日校務處辦公時間內，把填妥之申請表格(本校及教育局表格)及下列文件之影印本，依次序釘裝並放在A4大小的公文袋內親臨本校或透過「中一派位電子平台」遞交申請，請另行將三個貼上郵票之回郵信封親身遞交或郵寄到本校。遞交文件之影印本，包括：
  - 出世紙及身份証
  - 領洗紙(已領洗天主教徒)
  - 小五及小六之成績表
  - 小五及小六之表現最優異之校內或校外活動證書 / 獎狀
  - 三個貼上郵票之回郵信封

\*親臨遞交申請者應取回已蓋上校印、學校名稱及編號的〈家長存根〉及〈申請回條〉以作存照。透過「中一派位電子平台」遞交申請者，並沒有〈家長存根〉，當本校核實其申請後，將依據「中一派位電子平台」提供之地址郵寄〈申請回條〉予申請人。本校發出之〈申請回條〉上載有申請編號，作跟進是次申請之用。有關「中一派位電子平台」之操作及詳情，請聯絡就讀小學或向教育局學位分配組查詢。

\*所有申請者毋須提供小學校長/老師之推薦信。

\*申請表一經遞交，不得撤回，而遞交的所有資料，只供處理是次自行分配學額申請之用。本校會保存所有提交的文件，直至收生程序完成為止。收生程序完成後，文件一律會被銷毀，不予奉還，敬請注意。

- 面試安排：
  - 面試日期為二零二五年三月十五日(星期六)上午八時十五分至下午十二時三十分。
  - 本校將根據以下表列的自行收生準則及比重(除面試表現外)甄選約250位申請人參加面試。
  - 本校將於二零二五年三月七日(星期五)寄發面試通知信予經甄選的申請人參加面試。面試名單(申請回條上之申請編號)將於同日下午五時後在本校網頁公佈。
  - 依據本校二零二五至二零二六年度中一自行分配學位辦法獲錄取之申請人，將於二零二五年三月三十一日(星期一)獲本校寄出之〈錄取通知信〉及於當天上午九時至下午四時獲本校致電通知。



教育局學位分配組  
EDB School Places  
Allocation Section



2025-2026年度中一自行分配學位申請日程  
Schedule of Application for  
S1 Discretionary Places  
2025-2026

Admission Criteria and Weightings for Discretionary Places Application 自行收生準則及比重	
Admission Criteria 收生準則	Weighting Marks分數比重/ (百分比)
• Academic performance 學業成績 (including internal academic performance and the Discretionary Place Rank Order from EDB 包括申請人之校內成績及教育局提供之成績次第)	95 (63.3%)
• Extra-curricular Activities 課外活動	15 (10%)
• Conduct /Attitude 操行/態度	10 (6.7%)
• Religion 宗教	5 (3.3%)
• Affiliation 聯屬關係	10 (6.7%)
• Interview performance 面試表現	15 (10%)
Total 總分/% :	150 (100%)

## Personal Information Collection Statement

### 1 Purpose of Personal Information Collection

The personal data provided by means of this form will be used for processing applications for an S1 Discretionary Place. They may be disclosed to the Education Bureau authorized to process personal data for allocation/placement and other education-related purposes. All data will be destroyed within a year.

### 2 Provision of Personal Information

The applicant is responsible for providing correct and up-to-date information to the school. In case of any changes to the information in the application forms, the applicant must contact the school as soon as possible.

### 3 Transferral of Personal Information

The school will not transfer the personal data collected to any third party, unless the individual concerned has given his/her consent for a change of use of data or such use is permitted by law.

### 4 Access to and Correction of Personal Information

The applicant has a right under Sections 18 and 22 of the Personal Data (Privacy) Ordinance (Cap 486) to request access to and correction of personal data. For access to and correction of personal data submitted, please contact our School Administrative Executive Officer Ms. Kwok through email [school@spslt.edu.hk](mailto:school@spslt.edu.hk).

## 收集個人資料聲明

### 1 個人資料收集目的

所收集的個人資料將用以辦理申請學位事宜，本校可能把這些資料披露予教育局或其他獲授權處理個人資料的學校職員，用以處理學位分配或其他有關教育的事宜。所有資料會於一年內銷毀。

### 2 個人資料的提供

申請人有責任向本校提供準確及最新的資料，表格內的資料如有變更，申請人須儘快與本校聯絡。

### 3 個人資料轉移

除非有關人士已明確同意改變資料的用途，或該等用途得到法律准許，否則本校不會把已收集的個人資料轉移予第三方。

### 4 個人資料的查閱及修正

根據個人資料(私隱)條例(第486章)第18條和22條規定，申請人有權查閱和修正他們的個人資料。如需查閱或修正已提交的個人資料，請透過電郵[school@spslt.edu.hk](mailto:school@spslt.edu.hk)通知本校行政主任郭小姐。