



TAK NGA SECONDARY SCHOOL

Application for S1 Discretionary Place (2024-2025)

Notes to Applicants

- Application period:
Date : 2 January 2024 – 16 January 2024
Time : Mon – Fri : 8:00 am – 5:00 pm Sat: 9:00 am – 12:00 noon
- Application forms can be downloaded from our school website (www.taknga.edu.hk) or obtained from our school office.
- The completed application form should be submitted to our school, together with the following documents ***in person***. Applicants also can submit the application ***via SSPA e-Platform***.
 - Application Form for S1 Discretionary Place from EDB
 - Photocopies of
 - Birth certificate or Hong Kong Identity Card
 - Primary 5 and Primary 6 report cards
 - Any certificates or awards
 - Certificate of Baptism (if the applicant is a Catholic)
 - TWO** stamped self-addressed envelopes with the name of applicant on them.
- Principal's recommendation letter is **NOT** required.
- All applicants will be invited for interview. Applicants will be informed by mail in mid February 2024.
- Time and date of interview: **9:00 am – 1:00 pm on Saturday 09 March 2024.**
- There are two sections of the interview which will assess students' English and Chinese language proficiency. The format will include reading aloud and conversation.

Interview	Time
Cantonese	7 minutes
English	8 minutes

8. Admission Criteria and Weightings

Items	Weightings
Academic performance	40%
Interview performance	45%
Awards and services	5%
Conduct	10%

- Parents of **all successful applicants** will be notified by letter and phone on 27 March 2024.
- In case of adverse weather conditions, please refer to the school webpage.



德雅中學 2024 至 2025 年度自行分配中一學位申請須知

1. 報名日期及時間：

日期： 2024年1月2日至2024年1月16日

時間： 星期一至星期五 : 上午8時至下午5時 星期六: 上午9時至正午12時

2. 申請表格可以從本校網頁下載(www.taknga.edu.hk)或到本校索取。

3. 申請人須填寫本校2024至2025年度自行分配中一學位申請表，並連同下列文件於報名日期親自交回本校，申請人亦可選擇透過「中一派位電子平台」遞交申請。

(a) 由教育局發出及已填妥之中一自行分配學位申請表

(b) 以下文件之影印本:

(i) 申請人之出生證明書或身份證

(ii) 小五及小六成績表

(iii) 獎狀/證書

(iv) 領洗紙(如申請人為教友)

(c) 附有郵票及寫有申請人姓名之回郵信封兩個

4. 無須遞交校長推薦信。

5. 所有申請者皆獲安排面試。申請者將於2024年2月中旬收到本校以郵寄形式發出之通知。

6. 面試日期及時間：**2024年3月9日(星期六) 上午9時至下午1時。**

7. 面試分兩部份進行，分別評估學生的中文及英語說話能力，形式包括朗讀及對話。

面試	面試時間
粵語	7 分鐘
英語	8 分鐘

8. 收生準則及比重

項目	比重
學業成績	40%
面試表現	45%
獎項及服務	5%
操行評級	10%

9. 於2024年3月27日，所有正取學生的家長會收到書面及電話通知。

10. 若遇惡劣天氣，請留意本校網頁。



TAK NGA SECONDARY SCHOOL

德雅中學

S1 Discretionary Place Admission Application Form 2024-2025

2024至2025年度自行分配中一學位申請表

*S1 Discretionary
Place Admission
Application Form*

Application No.編號：_____ (For office use)

Please write in **BLOCK** letters. 請用**正楷**填寫。

Name (English) 英文姓名：_____ Age 年齡：_____

Name (Chinese) 中文姓名：_____ Date of birth 出生日期：_____

HKID Card No. 身份證號碼：_____ Place of birth 出生地點：_____

Student Reference No (STRN) 學生編號：_____ Religion 宗教：_____

Primary school you are attending 就讀小學

in English 英文：_____

in Chinese 中文：_____

PHOTO
請貼相片

Parent's / Guardian's name 家長或監護人姓名

in English 英文：_____ in Chinese 中文：_____

Relationship with applicant 與申請人關係：_____ Occupation 職業：_____

Home Address 住址

in English 英文：_____

in Chinese 中文：_____

Mobile Phone no. 手提電話號碼：_____

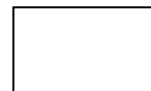
Email Address 電郵地址：_____

If any relative of the applicant is studying in this school or has studied here before, please write her name below and state her relationship with the applicant. 如有親人正在／曾在本校就讀，請填寫以下部份。

Name 姓名：_____ Class last attended 最後就讀班級：_____ Year 年份：_____

Relationship with the applicant 與申請人關係：_____

Signature of parent 家長簽名：_____ Date 日期：_____



The Applicant's Conduct, Awards and Services

申請人之操行、獎項及服務

A. Conduct 操行

	Conduct Grades 操行評級			
	1 st Term 第一學期	2 nd Term 第二學期	3 rd Term 第三學期	4 th Term 第四學期
Primary 5 小五				
Primary 6 小六				

B. Awards 獎項

Internal or External Academic Awards 校內或校外之學術獎項

Please fill in the 3 most important awards obtained. 請填寫曾獲取最重要的三項獎項

Primary 5 小五	Primary 6 小六

Internal or External Non-academic Awards 校內或校外非學術獎項

Please fill in the 3 most important awards obtained. 請填寫曾獲取最重要的三項獎項

Award 獎項	Organizing Body 舉辦團體	Date 日期

C. Services 服務

Please fill in the 3 most important services that you have participated in. 請填寫曾參與最重要的三項服務

Services 服務	Organizing Body 舉辦團體	Period of Participation 服務年期

Note注意:

1. Each applicant may apply to **NOT MORE THAN TWO** secondary schools listed in the “Handbook for Application for Secondary 1 Discretionary Places”, otherwise her chance of acquiring a discretionary place will be forfeited.

申請人只可向**不多於兩所**在《申請中一自行分配學位手冊》內列出的中學遞交申請表。否則，其獲得自行分配學位的機會將被撤回。

2. After completing the application form, please return it, together with the completed Application Form for S1 Discretionary Place from EDB, photocopies* of the applicant's birth certificate or Hong Kong Identity Card, Primary 5 and Primary 6 report cards, any certificates or awards, and certificate of baptism (if the applicant is a Catholic), as well as **TWO** stamped self-addressed envelopes with the name of applicant on them, to Tak Nga Secondary School **in person** during office hours* from **2 January 2024 to 16 January 2024**. Applicants also can submit the application via **SSPA-ePlatform** within the application period. There is no need to include recommendation letters from the applicant's primary school at this stage.

* *Photocopies of the necessary documents and any additional information should be printed on both sides in reduced size.*

* *Monday – Friday: 8:00 am – 5:00 pm Saturday: 9:00 am – 12:00 pm*

填妥申請表後，請連同由教育局發出及已填妥之中一自行分配學位申請表、申請人之出生證明書或身份證、小五及小六成績表、獎狀或證書及領洗紙(如申請人為教友)影印本*各一份、以及附上郵票並寫有申請人姓名之回郵信封**兩個**，於**2024年1月2日至2024年1月16日期間的辦公時間內***，**親自**交回德雅中學校務處，申請人亦可選擇透過「中一派位電子平台」遞交申請。申請人不需要提交小學推薦信。

* *須提交之文件或附加資料之影印本應以雙面及縮印方式覆印。*

* *辦公時間: 星期一至星期五: 上午8時至下午5時 星期六: 上午9時至正午12時*

3. Each applicant will be invited to attend an interview. Applicants will be informed by mail in mid February 2024. Time & date of interview: 9:00 am – 1:00 pm on Saturday 9 March 2024.

所有申請者皆獲安排面試。申請者將於2024年2月中旬收到本校以郵寄形式發出之通知。

面試日期及時間：2024年3月9日(星期六) 上午9時至下午1時。

4. The S1 Discretionary Places Admission Criteria and Weightings are as follows:

自行分配中一學位收生準則及比重如下：

- | | |
|---|-----|
| • The applicant's academic performance
申請人之學業成績 | 40% |
| • The applicant's performance at an interview
申請人於面試時之表現 | 45% |
| • The applicant's awards and services
申請人之獎項及服務 | 5% |
| • The applicant's conduct grades in primary school
申請人於小學之操行評級 | 10% |

5. The number of S1 Discretionary Places available at our school is 40.

本校可供申請的自行分配中一學位數目為 40。

6. Parents of all successful applicants will be notified by letter and phone on 27 March 2024.

於 2024 年 3 月 27 日，所有正取學生的家長會收到書面及電話通知。

7. In case of adverse weather conditions, please refer to the school webpage.

若遇惡劣天氣，請留意本校網頁。