

**HEEP YUNN SCHOOL**  
**Application for Form 1**

Please read all the points carefully.

The School is a Direct Subsidy Scheme School. The current school fees for 2018 to 19 are as follows:

F1: \$35,955	F2: \$33,920	F3: \$33,920
F4: \$34,980	F5: \$34,980	F6: \$34,980

Notes:

1. School fee payable for the succeeding year after class promotion will be no less than the school fee payable for the current year.
2. School fee for senior forms (Forms 4-6) are higher than those for junior forms (Forms 1-3).
3. Depending on the school's development and financial situation, fee revision applications may be submitted to EDB in future.

**Qualified students will not be denied admission to Heep Yunn School due to financial reasons. The School has an extensive fee remission scheme for students with economic concerns.** Needy students, including those from families receiving the CSSA and students receiving financial assistance provided by the SFO may apply for fee remission through their parents or legal guardians. More details of the fee remission scheme can be found in the school prospectus and the enclosed leaflets.

**Places available for 2019-2020 school year**

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**Application Procedures and Required Items**

Please submit the following items **IN PERSON** to the school office during the application period:

1. Application Form (FORM A), completed and affixed with 1 photograph
2. The Declaration (found at the upper part of FORM B), completed and affixed with a photocopy of the Applicant's Hong Kong ID card.
3. Identification Form for Interview (found at the lower part of FORM B), completed and affixed with 1 photograph. (The Identification Form for Interview will be used for admittance to the first interview.)
4. A completed Sports Activities Form (FORM C) (Optional)
5. Photocopy of Birth Certificate
6. Photocopies of P.4, P.5 and P.6 report cards (P.6 report cards, when they become available, should be submitted to the school by mail, quoting the Applicant's Form No. for reference.)
7. Applicant's Portfolio (No more than 8 single-sided A4 or 4 double-sided A4 pages – excluding the report cards mentioned in point 6 above, but inclusive of the supporting documents of Part E of the Application Form (FORM A))
8. Two stamped self-addressed envelopes, with the Applicant's English full name clearly marked on each.
9. Entrance Examination Fee (\$50) in cash.

**Application Period**

29<sup>th</sup> October 2018 (Monday) – 10<sup>th</sup> November 2018 (Saturday)

Office Hours: 9:00 a.m. – 5:00 p.m. (Monday to Friday)  
9:00 a.m. – 12 noon (Saturday)  
Public holidays closed

\*Please note the last day for submission is a Saturday.

Please submit the Application Form and other required items **IN PERSON** to the school office during the application period. Late submissions will not be entertained.

**協恩中學**  
**中一入學申請**

申請人在填寫表格前，請仔細閱讀下列各項要點。

本校是一所直接資助學校。現時學費水平如下：

中一: \$35,955	中二: \$33,920	中三: \$33,920
中四: \$34,980	中五: \$34,980	中六: \$34,980

備注：

1. 當同學在翌年升級後，所需繳付的學費將不少於現時的學費水平。
2. 高中學費比初中學費為高。
3. 因應學校的發展和財務狀況，未來校方或需再向教育局申請調整學費。

為免取錄的學生因家庭財務狀況而放棄學額，學校設有學費減免計劃，向有需要的學生提供援助。有經濟需要的學生，包括申領綜合社會保障援助或獲學生資助處提供經濟援助者，可透過家長或合法監護人申請學費減免。有關申請學費減免的方法，可參考學校概覽及附件。

**2019-2020 學年的學額**

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**申請程序及申請所需文件**

請攜同下列各項文件，親身交回本校校務處辦理申請。

1. 填妥之申請表 (FORM A) (連同相片乙張)
2. 填妥之個人聲明表 (FORM B 上半部份) (連同香港身份證影印本)
3. 填妥之面試證 (FORM B 下半部份) (連同相片乙張)。考生參加第一次面試時，須攜帶面試證(FORM B 下半部份)。
4. 運動項目資料表(FORM C)(如適用)
5. 出生證明書影印本
6. 小四、小五及小六成績報告書影印本 (申請人可於稍後郵寄小六成績報告至本校。為便於識別，請在成績報告影印本上列明申請表編號。)
7. 個人簡歷 (包括申請表(FORM A) E 部所要求的文件在內，總頁數不多於 8 頁單面 A4 紙或 4 張雙面 A4 紙，惟第 6 點所述的成績報告書影印本不計算在 8 頁紙之內。)
8. 兩個已貼上郵票及寫上學生英文全名的回郵信封
9. 報名費 50 元(現金)

**申請日期及時間**

申請日期：2018 年 10 月 29 日(星期一)至 11 月 10 日(星期六)

辦公時間：上午 9 時至下午 5 時 (星期一至星期五)  
上午 9 時至中午 12 時 (星期六)  
公眾假期休息

\*敬請注意截止交表日期為星期六。

請填妥申請表，連同上述各項申請所需文件，於 2018 年 11 月 10 日中午 12 時前，親身交回本校校務處，逾期概不受理。

### **Selection Procedures**

Applicants will be notified by email of the time for attending the first Interview on or before 24<sup>th</sup> November 2018 (Saturday). and shortlisted applicants and their parents will be invited by email to an individual second interview to be held in December, January, February or March.

### **First Interview**

Date: 1<sup>st</sup> December 2018 (Saturday)

Language: English and Chinese (Cantonese)

(Non-Cantonese speaking applicants may opt for Putonghua)

Format: Individual interviews

Areas of assessment: Language literacy, problem solving skills, numeracy skills and logical thinking ability

Each applicant should bring along the Identification Form for Interview on the day of First Interview.

### **Second Interview**

Suitable applicants will be notified through email during the period from December 2018 to mid-March 2019 to attend second interviews.

Language: English and Chinese (Cantonese and Putonghua)

Format: Shortlisted applicants and their parents will be interviewed by the Principal, Assistant Principals or senior teachers.

### **Admission Criteria**

Assessed Items	Weighting %
a. Interview performance	30
b. Academic performance	30
c. Co-curricular activities and awards	20
d. Conduct / Attitude	20

### **Notification of Application Results**

Successful applicants and applicants on the waiting list will be notified of their application status no later than 15<sup>th</sup> April 2019. Parents/Guardians of successful applicants will be invited to register by signing an undertaking with the school and submitting the Primary Six Student Record Form of their child/ward on or before 17<sup>th</sup> April 2019.

Unsuccessful applicants will be notified of their status on or before 30<sup>th</sup> April 2019.

### **Note to Parents**

1. To ensure complete fairness and objectivity in the admission procedures, applicants and their parents are reminded not to offer any advantages to school staff in connection with their applications.
2. All personal data collected will be used for this application procedure only.
3. All items submitted will not be returned and will be retained by the school until the admission process has been completed. All documents will be destroyed after the completion of the admission process unless otherwise specified.

### **Contact information**

General Enquiries (Form 1 Admission):

Tel: 2711 0862

Office Hours: Monday to Friday – 9:00 a.m. to 5:00 p.m.  
Saturday – 9:00 a.m. to 12 noon

### **面試程序**

本校將於 2018 年 11 月 24 日 (星期六) 或以前, 以電郵通知家長第一次面試的時間。

表現優異的學生及其家長將獲邀參加第二次面試。第二次面試將於 12 月、1 月、2 月或 3 月進行, 本校會以電郵通知家長面試時間。

### **第一次面試**

日期: 2018 年 12 月 1 日 (星期六)

語言: 英語及中文 (粵語)

(不諳粵語者可選用普通話)

形式: 個人面試

評估範圍: 語文能力、解難能力、數理能力及邏輯思維

出席面試的學生須攜帶貼上照片的面試通知書。

### **第二次面試**

凡獲邀參加第二次面試的學生, 將於 2018 年 12 月至 2019 年 3 月中旬期間收到本校的電郵通知。

語言: 英語及中文 (粵語及普通話)

形式: 學生在父母陪同下, 與校長、助理校長或資深老師晤談。

### **評核準則**

評分項目	比重%
a. 面試表現	30
b. 學業成績	30
c. 課外活動表現	20
d. 操行 / 態度	20

### **申請結果**

獲本校取錄的學生及候補名單的學生將於 2019 年 4 月 15 日或以前收到通知。獲本校取錄的學生家長或監護人須於 2019 年 4 月 17 日或以前到本校註冊, 並遞交小六學生資料表及簽署承諾書。

不獲取錄的學生將於 2019 年 4 月 30 日或以前收到結果通知書。

### **家長須知**

1. 為確保申請過程公平、客觀, 申請學生及其家長不可提供任何利益予本校員工。
2. 申請表格內所提供的個人資料及所遞交的文件只作收生用途。
3. 本校會保存所有提交的文件/附件, 直至收生程序完成為止。收生程序完成後, 除非特別列明, 文件/附件一律會被銷毀, 不予奉還, 敬請留意。

### **查詢**

「中一入學」申請查詢:

電話: 2711 0862

辦公時間: 星期一至五——上午 9 時至下午 5 時  
星期六——上午 9 時至中午 12 時



<b>Part D Co-curricular Activities or Services</b> (e.g. Interest classes, Girl Guides, Clubs or Voluntary Service)		
Organization	Activities / Services	Year of Participation

**Part E Achievements** (Please provide supporting documents, which will be counted as part of the Applicant's portfolio.)

<b>1. Academic</b>		
Organization	Award / Scholarship	Year Awarded

<b>2. Sports</b>		
Type of Sports	Level of Participation 1= Hong Kong Representative 2= School Team Captain 3= School Team Member 4= External Sports Clubs Member	Hong Kong Ranking or Best Results (e.g. time/distance/height, etc)

<b>3. Music</b> (*Please delete as appropriate)		
Choir member*? Yes / No		Member of Orchestra*? Yes / No
Type*: Choir Member / Choir Leader / External Choir: _____		Type*: Orchestra Member / Orchestra Leader / External Orchestra: _____
Type of Vocal / Instruments	Name of Examination (with grades) / Competition	Results with Scores / Award

<b>4. Other Achievements</b> (e.g. Public Speaking, Drama, Visual Arts, Voluntary Service, other talents)		
Type of Achievement / Activity	Award / Level of Achievement	Year Awarded

Personal data and information provided will be used in processing the application only.  
All documents and materials submitted will not be returned. Please do not submit the originals.



**HEEP YUNN SCHOOL**  
**Application for Form 1 (2019-2020)**  
**First Interview**

Date: 1 December 2018 (Saturday)  
Time: To be notified by email. Please add [f1admission@hys.edu.hk](mailto:f1admission@hys.edu.hk) to your email contact list to avoid our notification being mistaken as spam.  
Venue: School Hall, Heep Yunn School  
Format: Individual interviews  
Language: English and Chinese (Cantonese)  
(Non-Cantonese speaking applicants may opt for Putonghua)  
Dress Code: School Uniform / Normal & tidy casual wear

Each applicant should bring along the  
Identification Form for Interview

**協恩中學**  
**中一入學申請(2019-2020)**  
**第一次面試**

日期：2018年12月1日(星期六)  
時間：將以電郵通知。請將 [f1admission@hys.edu.hk](mailto:f1admission@hys.edu.hk) 加至你的聯絡人，以免電郵系統誤將通知電郵當作濫發郵件  
地點：協恩中學禮堂  
面試形式：個人  
語言：英語及中文(粵語)  
(不諳粵語者可選用普通話)  
衣著：校服或整齊便服

出席面試的學生須攜帶此面試證