

Office Use	

HO LAP COLLEGE (SPONSORED BY SIK SIK YUEN)
APPLICATION FORM (S1 DISCRETIONARY PLACES 2023-2024)

I. Particulars of Student

Name: (English) _____

(Chinese) _____

Sex: _____

Date of Birth: _____ (dd/mm/yyyy)

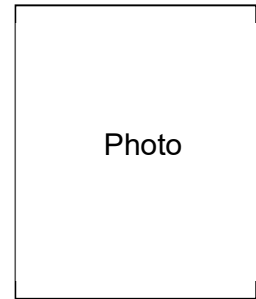
Age: _____

Place of Birth: _____

Religion: _____

Telephone No.: _____

Address: _____



Student Reference No. (STRN): _____

(Please refer to the application form provided by EDB)

Schools Attended

Primary School	Class Admitted (Year)	Class Completed (Year)

Academic Results (Please fill in scores or grades)

	Chinese	English	Maths	(If applicable)		Conduct
				Grand Average	Position in Form	
P5 (1 st Term)						
P5 (2 nd Term)						
P6 (1 st Term)						

II. Extra-curricular activities, services and awards from Primary 4 to Primary 6

From Categories A to D below, choose and fill in TEN most outstanding extra-curricular activities, services and awards:

- A. **Class, School or Community Services:** Monitor/Monitress, Class Club Chairman, Prefects, Flag Selling, Uniform Groups, etc.
- B. **Sports:** Track & Field, Ball Games, Swimming, Triathlon, etc.
- C. **Arts:** Painting, Dance, Drama, Musical Instrument, Choir, Choral Speaking, etc.
- D. **Others:** Reading Club, Writing Class, Debate Team/Speech Training, Mathematics Olympiad, Chess Club etc.

	Category	Item Details	Grade Year	Intra-school (✓)	Inter-school (✓)	Awards (if any)	Supporting document/ Certificate (with copy ✓)
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							

Remarks:

- The categorization of extra-curricular activities, services and awards is for the parents' convenience and easy reference only. Each category carries equal weighting. Each item will be assessed independently and the sequence of filling in the items will not affect the overall assessment.
- Please submit photocopies of the supporting documents of the ten items (according to the above order), if any.
- It is not necessary to hand in recommendation letters from primary schools.
- You may refer to the sample on p.4 when filling in the table.

III. Particulars of Parent / Guardian

1. Name: (Chinese) _____
 Relationship: Father / Mother / Guardian / Other*
**Please circle whichever applicable*

(English) _____
 Occupation: _____
 Home Telephone No.: _____
 Mobile Phone No.: _____

2. Name: (Chinese) _____
 Relationship: Father / Mother / Guardian / Other*
**Please circle whichever applicable*

(English) _____
 Occupation: _____
 Home Telephone No.: _____
 Mobile Phone No.: _____

IV. Comments on Applicants by Parent / Guardian

Strengths	
Weaknesses	

V. Association with Our School / Sponsoring Body (if any)

(Please provide relevant recommendation letter)

Name of Referee	Relationship with applicant	Details of the Referee's association with our school / sponsoring body

Personal Data Collection Statement:

The personal data provided by means of this form will be used for application for student admission only.

The data may also be disclosed to the Education Bureau for Secondary School Places Allocation.

Data subjects are entitled to the right of access and the right of rectification.

Signature of Parent/Guardian: _____

Date: _____

1. Sample

II. Extra-curricular activities, services and awards from Primary 4 to Primary 6

From Categories A to D below, choose and fill in TEN most outstanding extra-curricular activities, services and awards:

- A. **Class, School or Community Services:** Monitor/Monitress, Class Club Chairman, Prefects, Flag Selling, Uniform Groups, etc.
- B. **Sports:** Track & Field, Ball Games, Swimming, Triathlon, etc.
- C. **Arts:** Painting, Dance, Drama, Musical Instrument, Choir, Choral Speaking, etc.
- D. **Others:** Reading Club, Writing Class, Debate Team/Speech Training, Mathematics Olympiad, Chess Club etc.

	Category	Item Details	Grade Year	Intra-school (✓)	Inter-school (✓)	Awards (if any)	Supporting document/ Certificate (if any, ✓)
1.	A	Monitor	P.4	✓		Service Prize	✓
2.	A	Monitor	P.6			/	
3.	B	School Basketball Team	P.5		✓	Inter-School Basketball Competition (Champion)	✓
4.	C	H.K. Schools Music Festival.	P.5		✓	Violin Solo - Grade Five - (Merit)	✓
5.	D	Chinese Chess	P.4			/	
6.	A	Flag Selling	P.5	✓		Service Prize	✓
7.	A	Flag Selling.	P.6	✓		Service Prize	✓
8.	C	H.K. Schools Speech Festival	P.6		✓	Choral Speaking - Primary 4-6 - Mixed Voice (First Runner-up)	✓
9.							
10.							

Remarks:

- The categorization of extra-curricular activities, services and awards is for the parents' convenience and easy reference only. Each category carries equal weighting. Each item will be assessed independently and the sequence of filling in the items will not affect the overall assessment.
- Please submit photocopies of the supporting documents of the ten items, if any.
- It is not necessary to hand in the recommendation letters from primary schools.
- You may refer to the sample on p.4 when filling in the table.

HO LAP COLLEGE (SPONSORED BY SIK SIK YUEN)
ADMISSION CRITERIA OF S1 DISCRETIONARY PLACES APPLICATION

Assessment Items	Weighting (Percentage)
<ul style="list-style-type: none"> ● Academic achievement 	40%
<ul style="list-style-type: none"> ● Interview performance Language proficiency (both Chinese and English) will be assessed based on the following elements: <ol style="list-style-type: none"> 1. Expressions in both Chinese and English 2. Analytical skills 	25%
<ul style="list-style-type: none"> ● Extra-curricular activities, services and awards 	15%
<ul style="list-style-type: none"> ● Conduct (minimum requirement of conduct grade is B or above) 	15%
<ul style="list-style-type: none"> ● Association with our school / sponsoring body 	5%

Number of S1 Discretionary Places: 40

Dates of Submission: 3/1/2023 – 17/1/2023

Time: Mon. to Fri. 8:30 a.m. - 4:30 p.m.
Sat. 9:00 a.m. - 12:00 noon
(excluding Sundays and public holidays)

Remarks:

- the top 85% applicants in academic achievement will be granted an interview;
- interview will not be arranged for students with conduct below grade B;
- the categorization of extra-curricular activities, services and awards is for the parents' convenience and easy reference only. Each category carries equal weighting. Each item will be assessed independently and the sequence of filling in the items does not affect the overall assessment; and
- it is not necessary to hand in recommendation letters from the primary schools.

N.B.:

Please hand in the completed application form to the school General Office, together with the following documents by **17 January 2023 before 4:30p.m. :**

- a) the application form for S1 Discretionary Places (provided by EDB) with all three parts intact;
- b) the original of the identity card / birth certificate of the applicant for checking by the school;
- c) photocopies of report cards of primary 5 (both 1st & 2nd term) and primary 6 (1st term);
- d) photocopies of awards, certificates or records of extra-curricular activities (if any, ten items at most, please refer to part II);
- e) Recommendation letter from sponsoring body (if any); and
- f) two self-addressed stamped envelopes (size 9"×4" with \$2.2 stamp).

* THREE self-addressed stamped envelopes are required if application is made by post.

** This year, you can continue to apply by post. Parents can apply by post from January 3 to January 17, 2023 if necessary. The school does not assume any risk of postal delay and the deadline is subject to the postmark.

** Shortlisted candidates will be notified in writing in mid or late February.

** Interview is tentatively scheduled on March 4, 2023.