

**South Tuen Mun Government Secondary School**  
**Application for S.1 Discretionary Places 2024/2025**  
**Application Guidelines**

**(Number of Secondary One Discretionary Places 2024/2025: 40)**

- 1 The Application Form
  - 1.1 You may fill in the form in Chinese or English (block letters).
  - 1.2 The information collected will be used for S1 discretionary places application only. It may be disclosed to the EDB for secondary school places allocation or other related purposes.
  - 1.3 Please fill in the application form carefully. If any necessary information is missing, the application may be rejected.
  - 1.4 A recent photo must be affixed to the application form.
- 2 Submission of the application
  - 2.1 Please submit the documents according to the sequence listed below:
    - 2.11 Application Form for Secondary One Discretionary Place with EDB's Copy, School's Copy and Parent's Copy, issued by the Education Bureau
    - 2.12 The completed application form (with a recent photo affixed)
    - 2.13 Photocopies of school report cards from Primary 4 to Primary 5 (First Term and Second Term) and Primary 6 (First Term)
    - 2.14 Photocopies (A4 size) of all award certificates, certificates and relevant documents mentioned in the application form. Please affix the corresponding code marked on the application form to the right hand corner of the photocopies, and follow the order from (A) to (D).
    - 2.15 Photos of trophies or medals affixed to A4 paper (the award items will not be considered without proof)
    - 2.16 All documents stapled or paper-clipped (submission of paper file in unnecessary)
    - 2.17 Applicants do not need to submit any recommendation letters.
    - 2.18 Applicant's proof of identity (e.g. Hong Kong identity card, birth certificate or passport) and the original copies of all the relevant documents for verification
    - 2.19 Two long envelopes with a \$2.2 stamp each, the full name of the student and the Hong Kong address)  
The first envelope will be used to disseminate interview arrangements (compulsory), the second envelope will be used to notify successful DP applicants or to disseminate school information (optional).

- 2.2 Please submit your application form with relevant documents in person to the General Office during the office hours as shown below. Late submission will not be considered.

Date	Time
2/1/2024 (Tuesday)	Monday – Friday 8:00 a.m. – 5:30 p.m.
– 16/1/2024 (Tuesday)	Saturday 9:00 a.m. – 5:00 p.m.

Parents who registered as SSPA e-Platform users and bound their account to “iAM Smart+” may submit DP applications via the SSPA e-Platform.

### 3 Admission Criteria

#### 3.1 Admission Criteria and Weighting

Admission Criteria	Weightings
(1) Academic performance (Rank order provided by the EDB as reference)	40%
(2) Interview performance (Interview conducted in Cantonese and English)	40%
(3) Extra-curricular activities performance	20%

### 4 Interview Arrangement

- 4.1 All applicants are invited to attend the interview. Applicants will be informed of the interview details by post and by call.
- 4.2 The interview will be held on 2/3/2024 (Saturday).

### 5 Release of Results

- 5.1 Successful applicants will be notified by post and phone on 27/3/2024 (Wednesday).
- 5.2 The selected students will be allocated the discretionary places before the central allocation arranged by the Education Bureau, and will be informed of the result on 9/7/2024 (Tuesday) by the Education Bureau, thus there is no need to check the result with our school.