



Shau Kei Wan Government Secondary School
Application for School Places
Guideline

- A. Criteria of admission
Applicant should have excellent performance in the following:
(1) Academic attainments
(2) Conduct and behavior (Yearly conduct grade must be B+ or above)
(3) Extracurricular activities and social services (non-academic achievements)
(4) Written Exam (English Language & Mathematics) & Interview (in both English and Cantonese).
- B. Application Form and all related documents should be submitted to the School's General Office in person:
- C. Documents should be submitted with the duly completed application form (please staple the documents and submit to the School's General Office):
(1) Photocopy of school reports
(2) Photocopy of certificates or documents of the awards listed in the application form (if any)

Attention

- **All photocopies (A4 paper) should be arranged in the correct order according to the photocopy numbers specified in the application form.**
 - **The original copy of certificates and documents should be presented for verification.**
 - **The original copy of applicant's identity document (e.g. Birth Certificate / Identity Card / Passport) should also be shown for checking personal particulars.**
- D. Shortlisted applicants would be invited to sit for a written examination and attend an interview by phone.
Applicants may assume their applications unsuccessful if they do not receive any phone call from the school within 4 weeks.
- E. The personal data provided through this application will only be used for the process of a school place admission. The data will be completely destroyed after the process.

學位申請須知

- (一) 申請學生須在以下各項均具優異表現：
- (1) 學業成績
 - (2) 操行 (必須為乙+或以上)
 - (3) 課外活動及社會服務 (包括各種如藝術、體育發展等學業以外之成就)
 - (4) 筆試 (英文及數學) 及 面試 (英語及粵語)
- (二) 請於辦公時間內 親臨本校校務處 遞交各有關文件：
- (三) 須連同已填妥的申請表交回之文件(請用釘書機釘妥)：
- (1) 就讀中學之成績表影印本 及
 - (2) 在申請表填寫之獎項證明文件(如獎狀)影印本(如有)

注意

- 所有副本均須按表格內所編定的號碼順序排列，並以 A4 紙遞交。
 - 遞交時請備妥證書及文件正本，以便核實。
 - 遞交申請表時須出示申請同學的身份證明文件(例如出世紙、身份證、護照)正本，以便核實申請表上的學生資料。
- (四) 本校將以電話個別通知 獲選參加筆試及面試的同學。
申請人無須向本校查詢申請情況，如於四星期內不獲通知，則當落選論。
- (五) 申請者所提供的資料，只作本校學位申請之用，選拔程序完成後，所有申請者的資料，將全部銷毀。