ST. CLARE'S GIRLS' SCHOOL

50 MOUNT DAVIS ROAD,
HONG KONG

Web Page : www.stclare.edu.hk
E-mail : info@stclare.hk

Tel : 2817 1764
Fax: 2855 8420

Application Guide For S1 Discretionary Place (Academic Year 2027 - 2028)

1. Application Period : 4 January 2027 – 18 January 2027

2. Office Hour : Mon-Fri: 9:00 a.m. – 5:00 p.m. / Sat: 9:00 a.m. – 12:00 noon

3. Submission :
   (i) Submit in person
   (either by the applicant's parent or an entrusted person)
   (ii) Via the SSPA e-Platform
   (**Please DO NOT send by post)**

4. Items for submission :

   i. S1 Application Form for S1 Discretionary Place (Part A and Part B)
   ii. EDB's Application Form for S1 Discretionary Place
   iii. Copy of applicant's ID card or Birth Certificate
   iv. Copies of Report Cards of Primary 5 (Annual) and Primary 6 (1st Term)
   v. Copies of Certificates/Awards
   vi. Copy of Baptism Certificate (if any)
   vii. Three stamped self-addressed envelopes with student's name and address

   (No recommendation letter of any kind is needed.)

5. Date of Interview : 13 March 2027 (Saturday)

6. Arrangements of Interview :

   All applicants will be invited to attend the interview. Letters of notification will be sent by post on or before 3 March 2027. Applicants should arrive 20 minutes prior to the stated interview time. **No change of time and date will be entertained.** Should you receive no letter after 3 March 2027 please call 28171764 for enquiry.

7. Release of results :

   Successful applicants will be notified by phone and post on 31 March 2027.

8. Date of Information Day for S1 Admission : 5 December 2026

9. Number of discretionary places available : 40

10. Selection criteria and weighting :

Academic Performance	50%
Performance in Interview	30%
Performance in Extra Curricular Activities and Awards	20%

ST. CLARE'S GIRLS' SCHOOL

50 MOUNT DAVIS ROAD,
HONG KONG

Web Page : www.stclare.edu.hk
E-mail : info@stclare.hk

Tel : 2817 1764
Fax: 2855 8420

中一自行分配學位申請須知
(二零二七至二零二八學年)

1. 申請日期 : 二零二七年一月四日至二零二六年一月十八日

2. 辦公時間 : 星期一至五：上午九時至下午五時/星期六：上午九時至正午十二時

3. 遞交申請 : (i) 申請人的家長或獲授權人士需親身前往學校遞交申請
(ii) 中一派位電子平台
(本校並不接受郵寄遞交申請)

4. 遞交申請所需文件 :
i. 聖嘉勒女書院中一自行分配學位報名表 (甲部與乙部)
ii. 教育局中一自行分配學位申請表
iii. 申請人之身分證或出生證書副本
iv. 小五(全學年)及小六(上學期)成績表副本
v. 所獲之獎項或證書副本
vi. 天主教領洗證明書(如適用)
vii. 回郵信封三個(必須填上學生姓名、住址及貼上郵票)
(不須提交小學推薦信)

5. 面試日期 : 二零二七年三月十三日 (星期六)

6. 面試安排 :
所有申請者均會獲邀參加面試。本校會於二零二七年三月三日或之前以郵寄方式通知有關詳情。申請者需於指定面試時間二十分鐘前抵達學校，**面試日期及時間均不得更改。**如於二零二七年三月三日仍未接獲通知，可致電 2817 1764 查詢。

7. 公佈結果 :
獲取錄的學生將於二零二七年三月三十一日收到學校電話及書面通知。

8. 中一入學資訊日 : 二零二六年十二月五日

9. 中一自行分配學位總數 : 40

10. 收生準則及比重 : 學業成績 50%
面試表現 30%
課外活動表現及獎項 20%

ST. CLARE'S GIRLS' SCHOOL
50 MOUNT DAVIS ROAD,
HONG KONG

Web Page : www.stclare.edu.hk
E-mail : info@stclare.hk
Tel : 2817 1764
Fax: 2855 8420

Personal Information Collection Statement

個人資料收集聲明

1. We respect personal data and are fully committed to comply with the data protection principles of Personal Data (Privacy) Ordinance to protect your privacy.
   本校會遵守及履行《個人資料（私隱）條例》之規定，並致力保護你的私隱。

2. In accordance with the Personal Data (Privacy) Ordinance, the information collected (including the Application for Secondary One Discretionary Places) will only be used for school internal admission records. Once collected, the information in the application form will only be processed by authorized persons. After the admission process, the forms of unsuccessful applicants will be destroyed.
   根據個人資料（私隱）條例規定，所有有關申請入學的表格（包括申請中一自行分配學位表格）所載資料將只用作處理校內事宜。申請人的所有資料只限授權人士處理。申請未能成功的表格會於收生程序完成後銷毀。

3. In case you need to access or correct your personal data, please contact our school clerk Ms. Angel Wong at 28171764.
   如有需要查閱或更改所提供的個人資料，請致電 28171764 與本校校務處黃小姐聯絡。