**Annex 3**

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| --- |
| Please return the completed Reporting Form **by post** to the School Development Support Section, Education Bureau.  (Address: 5/F, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong)  *(Note: Please ensure that sufficient postage is paid to avoid unsuccessful delivery of mails.*  *Any underpaid mail items will be disposed of by the Hong Kong Post.)* |

**Sister School Scheme**

**Reporting Form on Mainland Sister Schools**

**(Only applicable to those sister school pairs not reported to EDB before)**

To: Permanent Secretary for Education

[Attn: Senior Education Officer (School Development Support) 1]

We **have joined**/**have not joined** \* **the Sister School Scheme** and **have paired up**/**newly paired up**\* with Mainland schools as sister schools. Details are as follows: *(Please attach copies of relevant supporting documents. If there are more than two sister schools, please use a separate sheet to provide the information.)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Sister School (1)： | |  | | | |
| School Type： | | Secondary/Primary/Special\* | | | |
| Year of Forming Sister School: | |  | | | |
| Location of Sister School: | | Province | City | | Area |
|  | |  | | | |
| Name of Sister School (2)： | |  | | | |
| School Type： | | Secondary/Primary/Special\* | | | |
| Year of Forming Sister School: | |  | | | |
| Location of Sister School: | | Province | City | | Area |
|  | |  | | | |
| \* Please delete as appropriate. | Signature of Supervisor/SMC Chairman/Principal\*： | | |  | |
| Name of Supervisor/SMC Chairman/Principal\*： | | |  | |
| Name of Teacher-in-charge： | | |  | |
| Name of School： | | |  | |
| School Level： | | | Secondary/ Primary/ Special\* | |
| School Telephone No.: | | |  | |
| Date: | | |  | |