

Letter of Authorisation – Making School Choices

Date: _____

To: Liaison Officer (POA School Net No.: _____)

School Places Allocation Section (POA)

Education Bureau

Owing to personal reason, I could not proceed to make choice of schools for Central Allocation for the applicant child _____ (*M / F) of POA Application No.: _____
(child's name)
via ePOA, or at the Central Allocation Centre.

I would like to authorise *Mr / Ms _____ of
identity document No.: _____ to proceed the related procedures on my behalf.

Parent / Guardian _____
(Name) (Identity document No.) (Signature)

* Delete whichever is inappropriate.

Note: To avoid any delay in the School Choice-making Exercise, parent / guardian should send this letter of authorisation to the School Places Allocation Section as soon as possible. Please affix sufficient stamp to ensure delivery in order. Please note any underpaid mail items will be disposed by the Hong Kong Post.

Please
affix
stamp
here

Senior Education Officer
School Places Allocation Section
Education Bureau
Podium Floor, West Block
Education Bureau Kowloon Tong Education Services Centre
19 Suffolk Road
Kowloon Tong, Kowloon