

Primary One Admission (POA) System 2025
(for Admission to Primary 1 in September 2025)
Frequently Asked Questions

Release of Results of Central Allocation

Question (1) When will the results of Central Allocation be released?

Answer (1) The results of Central Allocation will be sent to parents by post on 4 to 5 June 2025.

Parents who have already activated their POA e-Platform (ePOA) account via “iAM Smart” or “iAM Smart+” could view the Central Allocation results through the ePOA after 10 a.m. on 4 June 2025. In addition, parents who have provided a mobile phone number on the Choice of Schools Form and indicated their consent to receive the Central Allocation results via the mobile phone number will also receive the results of their applicant children via SMS on 4 June.

Question (2) How should parents receive the Primary One Registration Form?

Answer (2) Parents who completed a Choice of Schools Form for the Central Allocation on or before 19 January 2025 will receive the Primary One Registration Form delivered by post from 4 to 5 June 2025 through the Local CourierPost service provided by Hongkong Post. If attempt of door delivery by Hongkong Post fails, a Mail Collection Notification Card will be left for parents to collect it from the designated post office starting from the afternoon of the following working day.

Question (3) What should parents do if they receive the Mail Collection Notification Card delivered by Hong Kong Post on 4 to 5 June 2025?

Answer (3) If parents receive the Mail Collection Notification Card delivered by Hongkong Post on 4 to 5 June 2025, parents could collect the Primary One Registration Form from the designated post office as listed on the Mail Collection Notification Card starting from the afternoon of the following working day. Parents could also refer to the respective location map and opening hours of the Post Offices by district at the following Hongkong Post website (URL: https://www.hongkongpost.hk/en/about_us/network/post_offices/index.html#list)

Question (4) What should parents do if they have not received the Primary One Registration Form or the Mail Collection Notification Card issued by Hongkong Post by 6 June 2025?

Answer (4) If parents have not received the Primary One Registration Form or the Mail Collection Notification Card issued by Hongkong Post by 6 June 2025, they could collect the Primary One Registration Form at the designated collection centre from 7 to 8 June 2025. Parents should go to the designated collection centre according to the School Net of the applicant child:

Opening Dates and Time of the Collection Centre:

7 June (Saturday) 9:30 a.m. to 12:30 p.m. and 1:30 p.m. to 4:30 p.m.

8 June (Sunday) 9:30 a.m. to 12:30 p.m. and 1:30 p.m. to 4:30 p.m.

Applicant children living in the following Districts / School Nets:	Address of Designated “Collection Centre”:
Central & Western District (School Net 11) Wan Chai District (School Net 12) Eastern District (School Nets 14, 16) Southern District (School Net 18) Islands District (School Nets 96, 97, 98, 99)	<u>Hong Kong & Kowloon Region “Collection Centre”</u> School Places Allocation Section of Education Bureau, Podium Floor, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon
Yau Tsim Mong District (School Nets 31, 32) Kowloon City District (School Nets 34, 35, 41) Sham Shui Po District (School Net 40) Wong Tai Sin District (School Nets 43, 45) Kwun Tong District (School Nets 46, 48) Sai Kung District (School Net 95)	
Tsuen Wan District (School Net 62) Kwai Tsing District (School Nets 64, 65, 66) Tuen Mun District (School Nets 70, 71) Yuen Long District (School Nets 72, 73, 74)	<u>New Territories West & New Territories East Region “Collection Centre”</u> NT East Regional Education Office of Education Bureau, 22nd Floor, Landmark North, 39 Lung Sum Avenue, Sheung Shui, NT
North District (School Nets 80, 81, 83) Tai Po District (School Net 84) Shatin District (School Nets 88, 89, 91) Applicant children who intend to commute daily to schools in Hong Kong	

Question (5) What documents should parents bring to collect the Primary One Registration Form at the collection centre? What should parents do if they are unable to collect the Primary One Registration Form at the collection centre on 7 or 8 June 2025?

Answer (5) If parents have not received the Primary One Registration Form or the Mail Collection Notification Card issued by Hongkong Post by 6 June 2025, they could bring along the Parents’ Copy of the Application Form for Admission to Primary One or the Choice of Schools Form and their Hong Kong Identity Card to the collection centre from 7 to 8 June 2025. There is no need to bring their child along for collecting the Primary One Registration Form at the collection centre.

If parents are unable to collect the Primary One Registration Form at the collection centre on 7 or 8 June 2025, please collect the Primary One Registration Form at the office of School Places Allocation Section of the Education Bureau (EDB) (Address: Podium Floor, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon) during the office hour (Monday to Friday, 8:30 am to 1:00 pm and 2:00 pm to 6:00 pm) from 9 to 10 June 2025.

If parents could not collect the Primary One Registration Form at the collection centre or the office of the EDB School Places Allocation Section in person, they could authorise in writing a representative to act on their behalf and bring along the documents listed above and the letter of authorisation signed by the parent. Parents may make reference to the sample letters of authorisation available on the EDB's POA webpage (URL: <https://www.edb.gov.hk/en/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html>). For enquiries, please contact the EDB School Places Allocation Section at 2832 7700 or 2832 7740.

Question (6) When should parents register their child with the school allocated?

Answer (6) Parents are required to register with the allocated school from 10 to 11 June 2025 (Tuesday to Wednesday) during school hours. Parents who cannot register their children within the above-mentioned specified period should notify the person in charge of registration of the school concerned to make alternative arrangements in advance. Otherwise, they would be deemed to have given up the school place allocated.

Question (7) Do parents need to bring their child along to the allocated school for the registration formalities?

Answer (7) Parents **need not** bring along their child to the allocated school for the registration formalities.

Question (8) What should parents do if they are unable to complete the registration procedure with the allocated school on the specified dates?

Answer (8) Parents can authorise in writing a representative to act on their behalf and bring along the documents listed on the back of Primary One Registration Form and the letter of authorisation signed by the parent to register at the allocated school, or notify the person in charge of registration of the school concerned to make alternative arrangements. Parents may make reference to the sample letters of authorisation available on the EDB's POA webpage (URL: <https://www.edb.gov.hk/en/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html>). Parents failing to register their child with the school from 10 to 11 June 2025 without making prior arrangements will be deemed to have given up the school place allocated.

Question (9) For applicant children who registered the school places in Discretionary Places Stage and did not join the Central Allocation Stage, how will they receive the Primary One Registration Form?

Answer (9) The arrangements for delivering Primary One Registration Form by post and the collection centres are only applicable for applicant children who participated in Central Allocation Stage. The Primary One Registration Form of the applicant children who registered the school places in Discretionary Places Stage were delivered to schools concerned directly. Parents concerned will not receive the Primary One Registration Form delivered by post from 4 to 5 June 2025 through the “Local CourierPost” service provided by Hong Kong Post, and they need not go to the collection centres to collect the Primary One Registration Form from 7 to 8 June 2025.

Question (10) For parents who have not applied for Central Allocation but wish their child to study in Primary One in September 2025, what should they do?

Answer (10) Parents should bring along the child’s identity documents and proof of residential address to make application for arranging school places at the School Places Allocation Section of the EDB on or before 31 August 2025. For details, please contact the School Places Allocation Section of the EDB at 2832 7700 or 2832 7740. For children arriving in Hong Kong after the commencement of the school term (i.e. on or after 1 September 2025), parents should bring along their children’s identity documents, proof of attained academic qualifications and proof of residential address (both originals and photocopies) (and their children for cases concerning newly-arrived children) to register with the Regional Education Offices of the EDB. Staff at the Regional Education Offices will provide assistance in obtaining a school place.
(<http://www.edb.gov.hk/en/student-parents/placement-assistance/about-placement-assistance/faq.html>)

Question (11) What should parents bring along for registration?

Answer (11) Parents should bring along the documents printed on the back of the “Primary One Registration Forms”, include:

- (i) Primary One Registration Form,
- (ii) the original and photocopy of your child’s Hong Kong Birth Certificate (or documents permitting the child to remain in Hong Kong), and
- (iii) several passport-size photographs of your child (2 or more photographs may be required by individual schools).

Question (12) What should parents do if they will soon move to a new home?

Answer (12) Should parents decide to give up the place allocated because of special circumstances, such as moving to another district far from the school allocated, they should not register their child with the school allocated. Under such circumstances, they are advised to go to the School Places Allocation Section of the EDB at Podium Floor, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon in person to complete the net transfer formalities.

To complete the net transfer formalities, the parent is required to bring along the following documents:

- “Primary One Registration Form”, and
- Proof of the new residential address (original copy and photocopy) includes but not limited to stamped tenancy agreement, demand note for rates, public housing tenancy agreement or water / electricity / town gas / residential telephone bills. If the name on the document submitted as proof of the new residential address belongs to the spouse of the parent signing on the application form, the Marriage Certificate / the applicant child’s Hong Kong Birth Certificate and its photocopy should be submitted to show the relationship between the resident and the applicant child. If parents cannot provide the above acceptable proof of residential address, please contact the School Places Allocation Section of the EDB at 2832 7700 for appropriate advice and assistance.

Question (13) If parents are not satisfied with the results of the Central Allocation, can they request a reallocation or transfer to another school?

Answer (13) Primary 1 places will not be reallocated once being allocated and the EDB does not provide any written referrals or recommendation services. Parents who have the need to seek transfer for their child should apply directly to the schools of their preference. Admission is at the discretion of the schools concerned. If the child is admitted by the school of preference, the parent has to retrieve the Primary One Registration Form from the allocated primary school for submission to the school admitting the child. Once the Primary One Registration Form is retrieved, the registration at the originally allocated school will be cancelled immediately and the Primary 1 place will no longer be kept. Please note that in order to ensure smooth implementation of Primary One Admission System, this Bureau has instructed schools not to commit students, who intend to transfer to their schools, to admission and/or collect the Primary One Registration Forms from these students before 2 July 2025.

Choice of Schools Exercise for Central Allocation
(for parents who have submitted application for Primary One Admission for
their child through ePOA or in paper form on or before 17 January 2025)

Question (1) If parents / guardians have already submitted an application form during the “Discretionary Places Admission” stage but the applicant children have not been offered a discretionary place, should they submit another application form again for Central Allocation?

Answer (1) A fresh application for Central Allocation is NOT necessary.

Parents / Guardians will be invited by letter by the EDB in early January 2025 to make their choice of schools. They may make school choices through electronic means from 13 to 19 January (Monday to Sunday) if they have registered as POA e-Platform (ePOA) users and bound their accounts to "iAM Smart+". For details of the digitalisation of POA, please make reference to the relevant PowerPoint, videos and Parent Guides uploaded to the EDB’s website (URL: <https://www.edb.gov.hk/en/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html>) (Path: Home >Education System and Policy >Primary and Secondary Education >School Places Allocation Systems >Primary One Admission System), as well as Q (11) to (23) of this Q&As.

Besides, parents / guardians can choose to make their choice of schools via paper form at a specified Central Allocation Centre at a suggested time slot on 18 January (whole-day) or 19 January (AM), following the instruction of the letter.

If parents / guardians have not received the letter by 13 January 2025, they should contact the School Places Allocation Section (Hong Kong Island & Islands 2832 7610, Kowloon 2832 7620, NT West 2832 7635, NT East 2832 7659) as soon as possible.

Question (2) What are EDB’s arrangements for parents / guardians to make their choice of schools for Central Allocation for POA 2025 at designated Central Allocation Centre?

Answer (2) The EDB will randomly arrange the parents / guardians of applicant children to make school choices at the designated Central Allocation Centre in different suggested time slots on the dates specified above. Parents / Guardians who cannot make school choices for CA within the suggested time slot can go to the designated Central Allocation Centre from 1.30pm to 4.30pm on 19 January. Parents / Guardians please follow the instruction of the letter to make their choice of schools at the Central Allocation Centre. The Choice of Schools Form will be sent together with the letter to parents / guardians who submitted paper Application Form at Discretionary Places Admission stage for filling in advance. For parents / guardians of applicant children who intend to commute daily to schools in Hong Kong and the Non-Chinese Speaking applicant children, please follow the instruction of the letter and go to the designated centre to make their choice of schools.

Question (3) What should parents / guardians bring along when they go to the designated Central Allocation Centre to make choices of schools?

Answer (3) Parents / Guardians should bring along the following documents:

- (a) Hong Kong Identity Card / Identity document(s); and
- (b) the letter inviting parents / guardians to make choices of schools or the parent's copy of the 'Application Form for Admission to Primary One' / the record of electronic application in ePOA.

Question (4) What should the above parents / guardians do if they are unable to go to the designated Central Allocation Centre on 18 January or 19 January to make choices of schools?

Answer (4) If the relevant parents / guardians are unable to use ePOA, as well as unable to go to the designated Central Allocation Centre on the specified dates to make school choices, they should authorise in writing a representative (such as by signing "Letter of Authorisation" who can submit the completed 'Choice of Schools' form on their behalf. Parents / Guardians may make reference to the sample letters of authorization available on the EDB's Primary One Admission webpage (URL: <https://www.edb.gov.hk/en/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html>).

Question (5) How can parents / guardians obtain the school lists of all school nets / the 'Choice of Schools List for Central Allocation' for applicant children who intend to commute daily to schools in Hong Kong?

Answer (5) Parents / Guardians will receive a letter inviting them to make choices of schools together with a 'Choice of Schools List for Central Allocation' of their home net / 'Choice of Schools List for Central Allocation (For Applicant Children who intend to commute daily to schools in Hong Kong)' in early January 2025. The Choice of School Lists for Central Allocation of all school nets are available for parents / guardians' reference at the kindergarten or the kindergarten-cum-child care centre their applicant child is attending. Besides, the 'Choice of Schools List for Central Allocation' of individual school nets can also be obtained from the EDB's Primary One Admission webpage (URL: <https://www.edb.gov.hk/en/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html>), the 24-hour Automatic Telephone Enquiry System at 2891 0088 (facsimile services) and via ePOA.

Question (6) Do parents / guardians need to bring their applicant child along for making school choices at the Central Allocation Centre? What should parents / guardians do in the event of adverse weather or other special conditions?

Answer (6) Parents / Guardians **need not** bring along their applicant child to the Central Allocation Centre for making school choices. In the event of adverse weather or other special conditions on any day during the period of making school choices, please pay heed to radio or television announcements on any special arrangements.

Question (7) How is the Central Allocation processed?

Answer (7) The computer-programmed Central Allocation will first process choices of Part A ('Unrestricted School Choices') and then choices of Part B ['Choice of Schools List for Central Allocation' of their home net / 'Choice of Schools List for Central Allocation (For Applicant Children who intend to commute daily to schools in Hong Kong)']. During the process of Central Allocation, the computer will first assign a 'Random Number' to each applicant child. The allocation of places will be based on parental choices and 'Random Numbers' of the applicant children to ensure fairness.

Question (8) What should parents / guardians do if they have indicated that they have more than one applicant child participating in the Central Allocation in the Application for Primary One Admission previously and wish to have them allocated to the same school now?

Answer (8) If a parent / guardian with more than one applicant child participating in the Central Allocation wishes to have his/her applicant children allocated to the same school, he/she is advised to make identical choices on the 'Choice of Schools Forms' of his/her applicant children. In such cases, his/her applicant children would be put under one 'Random Number' during the school place allocation process.

Question (9) When will the results of Central Allocation be released?

Answer (9) EDB will arrange to deliver the 'Primary One Registration Form' with the result of Central Allocation by post to parents / guardians' correspondence address provided in the POA application form from 4 June 2025 to 5 June 2025 through the 'Local CourierPost' service provided by Hongkong Post. The letter will be delivered to door. If attempt of door delivery by Hongkong Post fails, a 'Mail Collection Notification Card' will be left for parents / guardians to collect it from the designated post office starting from the afternoon of the following working day. If parents / guardians have not received the 'Primary One Registration Form' or the 'Mail Collection Notification Card' issued by Hongkong Post by 6 June 2025, they could collect the 'Primary One Registration Form' at the designated 'Collection Centre' from 7 June 2025 to 8 June 2025 (Please refer to EDB's Primary One Admission webpage (www.edb.gov.hk/en/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html) for details then).

For applicant children who intend to commute daily to schools in Hong Kong, providing with correspondence address in Mainland, EDB will arrange to deliver the 'Primary One Registration Form' with the result of Central Allocation by post to your correspondence address in Mainland provided in the POA application form through Hongkong Post. The expected delivery dates are from 4 June 2025 to 5 June 2025.

Apart from issuing the 'Primary One Registration Form' by post, if parents / guardians wish to receive the results of the Central Allocation for Primary One Admission 2025 of their applicant children via SMS on 4 June 2025, they may provide a mobile phone number which can receive SMS on the Choice of Schools Form and indicate their consent to receive the results of the CA via this mobile phone number. If the mobile phone number provided for receiving SMS does not receive the corresponding testing SMS from EDB on 2 May 2025, please contact the School Places Allocation Section of the Education Bureau by phone on or before 7 May 2025. Besides, if parents / guardians have registered as an ePOA user, they may also view the result of CA via ePOA.

Question (10) What should parents / guardians do if they apply for POA 2025 for their applicant children after 19 January 2025 for admission to Primary 1 in September 2025?

Answer (10) To apply for POA 2025 after 19 January 2025 for the applicant children, parents / guardians need to complete the necessary procedures with the School Places Allocation Section of the Education Bureau (Address: Podium Floor, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon), which will separately arrange Primary One places for the applicant children in June.

Digitalisation of POA

Question (11) What are the functions of the ePOA?

Answer (11) Parents / guardians could use the relevant modules of the ePOA to handle the application of POA more easily and conveniently, and to receive results of allocation of their children. Schools can process applications for POA through electronic means, including receiving allocation results.

Question (12) Upon digitalisation of primary one admission, how could parents / guardians make their choice of schools in Central Allocation Stage and view results of the Central Allocation via ePOA?

Answer (12) If parents / guardians have registered as ePOA users and bind their accounts to "iAM Smart+", they could choose to make their choice of schools through ePOA. For parents / guardians who have not registered "iAM Smart +" but already activated their ePOA account via "iAM Smart", although they have to submit paper form of "Choice of School Form" to the designated Central Allocation Centre for making choice of schools, they may still view their Central Allocation results through ePOA. To provide schools and parents with a better understanding of digitalisation of POA 2025, the EDB organised 8 briefing sessions for kindergartens, primary schools and parents from June to September 2024, to introduce POA 2025 and the ePOA. Besides, the EDB organised 3 briefing sessions for parents and kindergartens/ kindergartens cum child care centres in December 2024, to introduce application and actual operation of the ePOA at CA Stage. Relevant videos and Parent Guides have also been uploaded to the EDB website for reference.

Question (13) Is it mandatory for parents / guardians to register "iAM Smart +" ?

Answer (13) Parents / Guardians must register "iAM Smart+" account to use the functions of "Authentication" and "digital signing" to fill in and submit their choice of schools application through the ePOA account. Parents / Guardians could only choose to submit one application through the ePOA or traditional paper form. For parents / guardians who have activated the ePOA account but without "iAM Smart +", or unable to proceed the choice of schools application under other circumstances, they could still submit the traditional paper form in Central Allocation Stage of POA 2025. No matter which method of submitting application form is used, parents / guardians who have activated the ePOA accounts could still view results of Central Allocation through the ePOA account.

Question (14) What is the difference between "iAM Smart" and "iAM Smart+"?

Answer (14) "iAM Smart" account is available in two versions. The "iAM Smart" version has authentication, form-filling and personalized notifications functions, while the "iAM Smart+" version has the digital signing function in addition. If parents / guardians wish to submit applications through ePOA, they must bind their accounts with "iAM Smart+".

Question (15) If parents / guardians wish to register an "iAM Smart +" account, how could they apply for the account?

Answer (15) Parents / Guardians can download and install "iAM Smart" mobile app and complete the registration of "iAM Smart" account online.

To further enable members of the public to register for and upgrade to the "iAM Smart+" account that provides a digital signing function, members of the public who have the new smart identity (ID) card can use his/her personal mobile phone with NFC (Near Field Communication) function for the remote registration of "iAM Smart+" via version 3.5.0 or above of the "iAM Smart" mobile app. Through photo-taking of the ID card, retrieving of data stored in the ID card via NFC and a selfie, the whole process can be completed online using a mobile phone.

Meanwhile, members of the public can still register for or upgrade to "iAM Smart+" at more than 50 self-registration kiosks located across various districts, registration service counters of any post office or via the mobile registration services. For details, please refer to "iAM Smart" website: <https://www.iamsmart.gov.hk/en/>

Question (16) Under what circumstances will I not be able to use "iAM Smart" Mobile App?

Answer (16) You will not be able to use "iAM Smart" Mobile App when:

- a. the network connection is bad;
- b. the version of your "iAM Smart" Mobile App is not up-to-date;
- c. your mobile phone is jailbroken or rooted or has security risks;
- d. your mobile phone does not support biometric authentication;
- e. the biometric authentication of your mobile phone has not been set up;
- f. the biometric authentication of your mobile phone has been changed since last use;
- g. your "iAM Smart" account is invalid;
- h. your "iAM Smart" account is suspended.

Question (17) Can "iAM Smart"/ "iAM Smart+" be used outside Hong Kong?

Answer (17) In principle, "iAM Smart" or "iAM Smart+" can be used wherever there is internet connection. However, there is a chance that some regions may not be able to use it due to the imposition of internal restrictions.

- Question (18) What should parents / guardians pay attention to before activating their ePOA account?
- Answer (18) Before activating the ePOA account, parents / guardians should get ready a smart mobile phone with biometric authentication function and registered "iAM Smart" or "iAM Smart+", as well as the POA Application number and identity proof document of the applicant child (must tally with the information as provided on the "Application Form for Admission to Primary One").
- The person signing as the "Parent / Guardian" in the "Application Form for Admission to Primary One" will be regarded as the person fully responsible for processing the POA application for the applicant child (include making school choices in Central Allocation Stage). In general, once an account is activated (i.e. after binding the applicant child's ePOA account with parent's / guardian's "iAM Smart+" / "iAM Smart" account), the account binding cannot be changed.
- Question (19) What are the important dates of ePOA in POA 2025?
- Answer (19) Parents / Guardians who have registered as ePOA users and bind their accounts to "iAM Smart+", they can submit "Choice of Schools Form" from 13 to 19 January 2025 through ePOA. Besides, parents / guardians who have activated the account with "iAM Smart+" or "iAM Smart" could view allocation results through ePOA since 4 June 2025.
- Question (20) What is the time limit of logging in ePOA each time?
- Answer (20) To efficiently handle a large number of applications, each login to ePOA is normally limited to 30 minutes (the system will show an alert message 5 minutes before the time limit). Please complete the application procedures within 30 minutes. If necessary, parents / guardians may use the "Save as draft" function and continue with the application concerned at the next login.
- Question (21) What is the deadline of the submission of Choice of Schools Form for Central Allocation Application via ePOA?
- Answer (21) For parents / guardians who have activated their ePOA account and bound their account with "iAM Smart+", they can submit the "Choice of Schools Form" via ePOA from 13 to 19 January 2025. The deadline for submission of the form via ePOA is 11:59 p.m. on 19 January 2025 (Sunday) (based on system time). The network may be busy and congested on the dates / periods close to the online application deadline; and parents / guardians should reserve sufficient time to avoid delays in application.

- Question (22) For parents / guardians who have activated their ePOA account and registered “iAM Smart+”, can they still choose to submit application in paper form?
- Answer (22) Parents / Guardians can only choose to submit **one** application for Central Allocation via ePOA or in paper form. For parents / guardians who have activated their ePOA account, they would continue to receive the Letter on Choice of Schools for Central Allocation but they should not submit duplicate applications.
- Question (23) For parents / guardians with more than one child participating in the Central Allocation in the same year, what should they pay attention to during the submission of Central Allocation Applications?
- Answer (23) If the parents / guardians have submitted “Application Form for Admission to Primary One” in paper form, they will receive more than one email. The parents / guardians should activate the ePOA account of one of the children using the activation link as instructed, then add other applicant child(ren) to the account. They may use their “iAM Smart+” in the same account to submit Central Allocation Applications of all their children one by one and view allocation results.
- If the parent / guardian wishes to have his / her children allocated to the same school, he / she is advised to make identical choices on the “Choice of Schools Forms” for all his / her children. The computer programme will assign the same “Random Number” for all his / her children.

Release of Discretionary Places Admission Results

- Question (1) How can parents know the discretionary places admission results?
- Answer (1) Parents can view the results of their application via POA e-Platform (ePOA) starting from **10 am on 18 November 2024**. Besides, parents can go back to **the primary school to which they have applied for a discretionary place** to view whether their application is successful on **the same day from 9 am to 5 pm**. **Schools are also advised to post the discretionary places admission results on the school website as far as possible.**
- Question (2) What should parents bring along when they go to the school to which they have applied to view the results?
- Answer (2) Parents should bring along the parent’s copy of the paper Application Form for Primary One Admission, or the record of electronic application in POA e-platform (ePOA), for ensuring their child’s POA Application Number.

Question (3) If the child's application is successful, what should parents note?

Answer (3) Parents whose children have been offered a Primary One place are advised to note carefully the registration arrangements of concerned schools and the documents required for registration, such as the parent's copy of the paper Application Form for Primary One Admission or the record of electronic application in ePOA, as well as the specified number of photographs. Parents should register their children from November 20 to 21 (Wednesday to Thursday) at the allocated school during school hours. Parents should confirm with the school on the registration procedures and requirements.

Question (4) What should parents do if they cannot register with the school within the specified period?

Answer (4) If parents cannot register on the above dates due to matters of grave importance, they should notify the person-in-charge of registration of the school allocated in advance to make alternative arrangements. Otherwise, they will be deemed to have given up their discretionary place.

Question (5) What are the criteria for schools to admit applicant children during the Discretionary Places Admission stage?

Answer (5) There are two categories of discretionary places admission:

Type A — A school **must admit** all applicant children with siblings studying or parents working in the school.

Type B — The remaining discretionary places will be allocated to other applicant children according to the **Points System**.

Question (6) How would schools select applicant children with equal scores under the Points System when the number of such applicant children exceeds the number of the remaining discretionary places?

Answer (6) If there are applicant children with equal scores under the Points System and the number of such applicant children exceeds that of the remaining discretionary places, applicant children would be selected on a '**random**' basis. **Schools may draw lots on their own or refer the applications to the Education Bureau (EDB) to draw lots for them, to decide the admission priority of applicant children.**

Question (7) What should parents do if they wish to arrange their children to attend Primary 1 in September 2025 but were unable to apply for a discretionary place for their children on time?

Answer (7) Parents should go to the School Places Allocation Section of the EDB, or go to ePOA, **on or before 17 January 2025** to apply for participating in the Central Allocation. For details, parents may contact the School Places Allocation Section of the EDB (Tel: 2832 7700).

If parents wish to arrange their children to attend Primary 1 this school year, i.e. in the 2024/25 school year, they may contact the Regional Education Office of the EDB direct as follows:

Hong Kong Regional Education Office	Tel: 2863 4646
Kowloon Regional Education Office	Tel: 3698 4108
New Territories East Regional Education Office	Tel: 2639 4876
New Territories West Regional Education Office	Tel: 2437 7272

Question (8) If a child has accepted the offer of a Primary 1 (P1) place in a Direct Subsidy Scheme (DSS) primary school, can he / she still be allocated a P1 place through the POA System?

Answer (8) Children who have accepted the offer of P1 places in DSS primary schools will not be allocated P1 places through the POA System. If they have been allocated a discretionary place, that school place will be withdrawn.

Question (9) What should parents do if their child has not been offered a P1 discretionary place?

Answer (9) For those applicant children who have not been offered a P1 discretionary place and those applicant children who participate in the Central Allocation only, the parents will be informed by letter from the EDB in early January 2025 that if they have registered as ePOA users and bind their accounts to “iAM Smart+”, they may make choices of schools through the ePOA from 13 to 19 January. Besides, they can go to a designated Central Allocation Centre on 18 or 19 January 2025 to make their choices of schools for Central Allocation.

Question (10) What should parents do if they have moved / will move in the near future after submitting the Application Form?

Answer (10) If parents have moved / will move in the near future and require a transfer to a new school net, parents should go to the School Places Allocation Section at Podium Floor, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon in person or starting from mid-December 2024 go to ePOA to complete the net transfer formalities .

To complete the net transfer formalities, the parent is required to bring along the following documents:

- The parent's copy or the ePOA record of the Application Form for Admission to Primary One (2025); and
- Proof of the new residential address (original copy and photocopy)
Proof of the new residential address includes but not limited to stamped tenancy agreement, demand note for rates, public housing tenancy agreement or water / electricity / town gas / residential telephone bills. If the name on the document submitted as proof of the new residential address belongs to the spouse of the parent signing on the application form, the Marriage Certificate / the applicant child's Hong Kong Birth Certificate and its photocopy should be submitted to show the relationship between the resident and the applicant child. If parents cannot provide the above acceptable proof of residential address, please contact the School Places Allocation Section of the EDB at 2832 7700 for appropriate advice and assistance.

Parents should note that they are required to declare that the new residential address on the net transfer application form is true. The EDB may conduct reviews and random checks as deemed necessary and appropriate to verify the relevant information. If false information is provided, the application will be rendered null and void. The P1 place allocated on the basis of the application will be forfeited. If the case involves criminal offence such as making a false instrument, EDB will definitely refer the case to the police and the Department of Justice for serious follow-up. If parents / guardians makes a false instrument when applying for POA Application, the offender is liable on conviction to imprisonment for 14 years under the Crimes Ordinance.

EDB has a verification mechanism to confirm whether the applicant children live in the school net as reported. EDB will arrange staff to the school to check the address proof documents as submitted by parents / guardians. We will also request parents / guardians to provide other relevant supplementary supporting documents and information, or make statutory declarations. If necessary, we will conduct walk-in home visits. Moreover, suspected cases of using a false address for POA applications may be reported to the School Places Allocation Section by calling its hotline at 2832 7700. Upon receipt of a complaint about a false address, we will investigate it thoroughly in accordance with the established procedures.

Discretionary Places Admission Stage

Question (1) Who can participate in POA 2025?

Answer (1) All Hong Kong children reaching the age of 5 years 8 months as at 1 September 2025 (i.e. **born on or before 31 December 2019**) are eligible to participate in POA 2025, except those who are already attending a primary school or have been allocated a Primary 1 place previously.

Question (2) How should children apply for a discretionary place?

Answer (2) Parents who wish to apply for a POA discretionary place in a government or aided primary school may submit an application via POA e-Platform (ePOA) (Website: <https://epoa.edb.gov.hk>) from **19 to 27 September 2024 (till 11:59 p.m.)**. Parents are required to upload the copies of relevant documents to the e-Platform. If the parents choose to submit paper application forms, they may obtain an application form during the period from 2 to 27 September 2024 from their children's kindergarten or kindergarten-cum-child care centre, the Home Affairs Enquiry Centres of the District Offices and the Regional Education Offices or School Places Allocation Section of the Education Bureau (EDB). They should submit the completed application form together with all supporting documents to the school of their choice **DIRECT** during school hours from **23 to 27 September 2024**. Parents can sign on the photocopies, or show the original copy of the documents to the schools for verification.

Question (3) What documents are required when the parent submits the application form?

Answer (3) When the parent returns the completed application form to the school, the parent should bring along his / her Identity Card, Passport or other identity documents and **submit the photocopies of the following documents**. If a parent authorises a representative to submit the application form, his or her representative should produce a photocopy of the parent's identity documents and the letter of authorisation. Parent can sign on the photocopies, or show the original copy of the documents to the schools or the EDB for verification. For submission of the electronic application form, the parent / guardian is required to **upload the copies of the following documents** to the e-Platform:

- a. the applicant child's Hong Kong Birth Certificate (If the 'Hong Kong permanent resident status' in the last column of the Birth Certificate is 'Not Established', the photocopy of his / her travel document(s) or Permit to Remain in Hong Kong are required) or the applicant child's non-local Birth Certificate and document(s) permitting him / her to stay in Hong Kong;
- b. proof of residential address for applicant children residing in the POA School Net of Hong Kong¹ (including but not limited to stamped tenancy agreement, demand note for rates, public housing tenancy agreement or water / electricity / town gas / residential telephone bills). The address on a bank letter, court summons and tax bill may be a correspondence address but not a residential address in general. Therefore, such documents have not been accepted as proof of residential address by the EDB all along. The name on the document submitted as proof of residential address should agree with that of the parent / guardian. If parent / guardian cannot provide the above acceptable proof of residential address or have any enquiries, please contact the School Places Allocation Section at 2832 7700 for appropriate advice and assistance; and

¹ Parents of applicant children who intend to commute daily to schools in Hong Kong need not provide proof of residential address of their children.

- c. documentary proof required for Item (B) of Part C (if applicable). For details, please refer to the Notes on How to Complete the ‘Application Form for Admission to Primary One’.

Question (4) How many schools can parents apply to during the Discretionary Places Admission stage?

Answer (4) Irrespective of whether the application is submitted via ePOA or in paper form, parents are allowed to submit only one application for their child. If parents have applied to more than one government or aided primary school, their application for a POA discretionary place will be rendered void. Besides, parents should not submit duplicate applications via ePOA and in paper form for the same child.

Question (5) What should parents do if they could not submit the applications in person or submit applications via ePOA?

Answer (5) Parents who cannot submit the application form in person or via ePOA, they may authorise in writing a representative to bring along the completed paper application form with photocopies of supporting documents to the school on their behalf between 23 and 27 September 2024. Parents can sign on the photocopies, or let the representative show the original copy of the documents to the schools for verification. Parents may make reference to the sample letter of authorisation available on the EDB’s Primary One Admission webpage (URL: <https://www.edb.gov.hk/en/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html>).

Question (6) What should parents do if they wish to apply for Central Allocation only, but not applying for a discretionary place?

Answer (6) For parents who wish to apply for Central Allocation only, they should submit application to the EDB via ePOA or in paper form **on or before 17 January 2025**. For submission of paper form, they should return the completed paper application form, as well as original copies and photocopies of supporting documents to School Places Allocation Section (Primary One Admission) at Podium Floor, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon.

Question (7) For children who have accepted the offer of Primary 1 places in Direct Subsidy Scheme (DSS) primary schools, will they be allocated Primary 1 places through the POA System?

Answer (7) Children who have accepted the offer of Primary 1 places in DSS primary schools will NOT be allocated Primary 1 places through the POA System. If they have been allocated a place through the POA System (including wait-listed applicants admitted in Discretionary Places Admission stage), that school place will be withdrawn.

- Question (8) What are the criteria for schools to admit applicant children during the Discretionary Places Admission stage?
- Answer (8) There are two categories of discretionary places admission:
- (A) A school must admit all applicant children with siblings studying or parents working in the school.
 - (B) The remaining discretionary places will be allocated to other applicant children according to the points they have obtained under the Points System. If there are applicant children with equal scores and the number of such applicant children exceeds that of the remaining discretionary places, the school will select applicant children by drawing lots on their own or refer the applications to the EDB for processing.
- Question (9) If an applicant child is not the eldest child in the family but his / her brother or sister is not a Hong Kong resident / was not born in Hong Kong / is not studying in Hong Kong, can the applicant child who is not the eldest be awarded the points for “First-born child”?
- Answer (9) If an applicant child is not the eldest child in the family, even though his / her brother or sister is not a Hong Kong resident / was not born in Hong Kong / is not studying in Hong Kong, the applicant child cannot be awarded the points for “First-born child” under the Points System at the Discretionary Places Admission stage.
- Question (10) How does an applicant child claim the points for “Applicant child of the right age”?
- Answer (10) If an applicant child was born between 1 September 2018 and 31 December 2019, he / she is awarded the points for “Applicant child of the right age” under the Points System at the Discretionary Places Admission stage of POA 2025. Parents are not required to claim this item when filling in the application form. The points will be awarded by the computer with reference to the date of birth of an applicant child. For any enquiries, please contact the School Places Allocation Section at 2832 7700.
- Question (11) Is Item 7 of the Points System (i.e. “Parent(s) being a member of the same organization which sponsors the operation of the primary school”) applicable to civil servants applying for P1 places in government primary schools for their children during the Discretionary Places Admission stage?
- Answer (11) Civil servants are employees but not “members” of the Government. Item 7 of the Points System is not applicable to civil servants applying for P1 places in government primary schools for their children during the Discretionary Places Admission stage.
- Question (12) Will there be any interviews or written tests for applicant children during the Discretionary Places Admission stage?
- Answer (12) Schools must not conduct tests or interviews on the applicant children’s acquired curriculum knowledge.

Question (13) How does the EDB verify the authenticity of the information provided by parents in relation to the POA application?

Answer (13) The EDB will select a number of applications randomly for checking. The EDB may request parents to attend interview / and produce other relevant documents and information, such as further proof of residential address, or to make statutory declaration. The EDB may also conduct home visits as and when necessary. Suspected cases of using false address for POA applications may be reported to the School Places Allocation Section by calling the Hotline at 2832 7700.

Question (14) How will the discretionary places admission results be released?

Answer (14) Parents can view the results via ePOA from 10 am of 18 November 2024. Besides, all schools will release their discretionary places admission results by putting up a notice at their premises on the same day. Parents of successful applicant children should register with the school on 20 and 21 November 2024. Parents failing to register with the school on the specified dates will be deemed to have given up the discretionary place.

Question (15) What should parents do if they wish to arrange their children to attend Primary 1 in September 2025 but cannot apply for a discretionary place before the deadline?

Answer (15) If parents cannot apply for a discretionary place before the application deadline, they may arrange their children to participate in the Central Allocation. For application procedures, parents may refer to Question 6 of this FAQ.

If parents wish to arrange their children to attend Primary 1 this school year, i.e. in the 2024/25 school year, they may contact the Regional Education Office of the EDB direct as follows:

Hong Kong Regional Education Office	Tel: 2863 4646
Kowloon Regional Education Office	Tel: 3698 4108
New Territories East Regional Education Office	Tel: 2639 4876
New Territories West Regional Education Office	Tel: 2437 7272

Question (16) What should parents consider when choosing a school for children?

Answer (16) When choosing a primary school for children, parents should first identify children's characteristics, personalities, abilities and interests, and then consider various factors such as the sponsoring body, history, location and religion of a school, so as to make a suitable school choice.

Digitalisation of POA

Question (17) If a parent has submitted paper application in Discretionary Places Admission stage, can he / she switch to submit choice of schools via ePOA in Central Allocation stage?

Answer (17) Yes. If a parent has submitted paper application in Discretionary Places Admission stage and provided email address on the application form, the EDB will send a relevant email to him / her afterwards for him / her to activate the ePOA account by himself / herself. Parents who have bound their accounts to “iAM Smart+” can submit choice of schools via ePOA in Central Allocation stage.

Question (18) Upon digitalisation of POA, how could parents submit application for discretionary places and view results of discretionary places admission via the e-Platform?

Answer (18) If parents wish to submit application for discretionary places and view results of discretionary places admission via the e-Platform, they have to register their ePOA accounts via the “iAM Smart” mobile app. Parents who have bound their accounts to “iAM Smart+” can submit primary one applications and check the results of allocation of discretionary places through e-Platform. Parents who have bound their accounts to “iAM Smart” can view the results through the e-Platform.

Question (19) How does the EDB support parents in submitting applications for discretionary places through e-Platform?

Answer (19) The relevant videos and Parent Guides have been uploaded to the EDB’s website [Path: EDB homepage (<https://www.edb.gov.hk>) > Education System and Policy > Primary and Secondary Education > School Places Allocation Systems > Primary One Admission System] for parents’ reference. Besides, the EDB will also organise four parents’ talks to provide the information regarding POA System and ePOA to parents in September 2024.

Question (20) If parents wish to register an “iAM Smart +” account, how could they apply for the account?

Answer (20) Parents can download and install “iAM Smart” mobile app and complete the registration of “iAM Smart” account online.

To further enable members of the public to register for and upgrade to the “iAM Smart+” account that provides a digital signing function, members of the public who have the new smart identity (ID) card can use his/her personal mobile phone with NFC (Near Field Communication) function for the remote registration of “iAM Smart+” via version 3.5.0 or above of the “iAM Smart” mobile app. Through photo-taking of the ID card, retrieving of data stored in the ID card via NFC and a selfie, the whole process can be completed online using a mobile phone.

Meanwhile, members of the public can still register for or upgrade to “iAM Smart+” at more than 50 self-registration kiosks located across various districts, registration service counters of any post office or via the mobile registration services. For details, please refer to “iAM Smart” website: <https://www.iamsmart.gov.hk/en/>

Education Bureau

School Places Allocation Section

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