

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

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:
- | | |
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| 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
- 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 website (URL: <https://www.edb.gov.hk/en/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html>).

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.

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 check 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 using mobile phone.

To further enable members of the public to register for and upgrade to the "iAM Smart+" account that provides a digital signing function, the Office of the Government Chief Information Officer (OGCIO) has launched the new version (3.5.0) of the "iAM Smart" mobile app. With mobile phones supporting the Near Field Communication (NFC) technology, members of the public can upgrade to this new version to read the card face data from the new smart identity (ID) card chip and easily register for or upgrade to "iAM Smart+" via the "iAM Smart" mobile app on their own, without the need to visit self-registration kiosks or service counters in person.

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/>

Education Bureau

School Places Allocation

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