

Points to Note

- (1) To efficiently handle a large number of applications, each login to the “POA e-Platform” is limited to 30 minutes. Please complete the application procedures within 30 minutes. If necessary, parents may use the “Save as draft” function and continue with the application concerned at the next login.
- (2) For parents with more than one child participating in the Central Allocation in the same year, having added the information of other applicant child(ren) in the “POA e-Platform”, they may use their “iAM Smart+” in the same account to submit Central Allocation Applications of their children one by one and check allocation results. If the parent 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.
- (3) The deadline for submission of Central Allocation Applications through the “POA e-Platform” is 11:59pm on 28 January 2024 (Sunday) (based on system time). The network may be busy and congested on the dates / periods close to the online application deadline; and parents should reserve sufficient time to avoid delays in application.
- (4) Parents should not submit duplicate applications via ePOA and in paper form for the same child.

Steps for Submitting CA Applications (Using “iAM Smart+”)

1

- Login to “POA e-Platform” account (Homepage: <https://epoa.edb.gov.hk>) and click “Apply Now” under Primary One Admission 2024 Central Allocation Choice of Schools.

Computer Interface

Primary One Admission 2024 Central Allocation Choice of Schools



**Primary One Admission 2024 Central
Allocation**

Choice of Schools Form

Apply Now

- 2 • Check pre-filled applicant child's information and applicant's name in the system.

Computer Interface

Applicant Child's Information

POA Application No. 17500362

POA School Net No. 02

Name (in English) CHAN SIU WAH

Name (in Chinese) 陳小華

Sex ☐ Male ☒ Female

- 3 • If parents choose to receive results of Central Allocation via SMS message, please provide the mobile phone number.

Computer Interface

Applicant Information

Name of Parent/Guardian CHAN TAI MAN

Contact Tel. No.



Apart from sending the results of Centre Allocation of the above applicant child by post, consent is given for the Education Bureau to inform me of the allocation results via SMS message. My mobile phone number which can receive SMS is provided in the box below.

Mobile Phone No. to receive SMS message

- 4
- Select schools based on different selection criteria (for example, according to POA school Net, religion, etc.) under Part (A) – “Unrestricted School Choices”.

Computer Interface

**Primary One Admission 2024 – Central Allocation
Choice of Schools Form**

1 Personal Particulars 2 **Unrestricted School Choices** 3 Restricted School Choices 4 Confirmation

(A) Unrestricted School Choices

POA School Net No. 02

Please select below the School preference, or select "Not Applicable" if you do not want to select any schools in the choice.

FIRST Choice
Q Search by School Name or POA School Net

SECOND Choice
Q Search by School Name or POA School Net

THIRD Choice
Q Search by School Name or POA School Net

Primary School List for POA 2024

POA School Net
Please Select

POA School Net and Area Look-up Table

School Session
Please Select

School Type
Please Select

Finance Type
Please Select

Religion
Please Select

School Name
Please Select

Search Reset

HONG KONG PRIMARY SCHOOL
香港小學

Session PM
School Type CO-EDUCATIONAL
Finance Type AIDED
Religion NOT APPLICABLE
School Net 02
Provisional Number of Places for Central Allocation 30

Choice Code 0202 **Add to Choice**

Add this school as choice

- 5
- After the choice of schools, the system will display the school net and school address for parents' reference.

Computer Interface

**Primary One Admission 2024 – Central Allocation
Choice of Schools Form**

1 Personal Particulars 2 **Unrestricted School Choices** 3 Restricted School Choices 4 Confirmation

(A) Unrestricted School Choices

POA School Net No. 02

Please select below the School Choice of ANY government or aided primary schools in order of preference, or select "Not Applicable" if you do not want to select any schools in the choice.

FIRST Choice ☐ Not Applicable
02 - 0201 - ABC PRIMARY SCHOOL
School Address : 1, ABC Road, Hong Kong

SECOND Choice ☐ Not Applicable
02 - 0202 - HONG KONG PRIMARY SCHOOL
School Address : 1, Hong Kong Primary School Road, Hong Kong

THIRD Choice ☐ Not Applicable
02 - 0203 - NEW TERRITORIES PRIMARY SCHOOL
School Address : 1, New Territory Primary School Road, Hong Kong

Making School Choices in Central Allocation & Checking Allocation Results

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- Under Part (B) – “Restricted School Choices”, the system will filter out schools of unmatched gender in advance and only provide schools in applicant child's own net for parents to choose from. This is to avoid parents from selecting unmatched school choices.

Computer Interface

(B) Restricted School Choices

POA School Net No. 02

Please enter below the Choice Codes of your preferred schools. **Maximum 30 choices** can be entered.

Order of Preference

1	0201 - ABC PRIMARY SCHOOL	
2	0202 - HONG KONG PRIMARY SCHOOL	
3	0203 - NEW TERRITORIES PRIMARY SCHOOL	
4	0204 - LUI KEE PRIMARY SCHOOL	
5	0205 - HAPPY PRIMARY SCHOOL	

Change priority of the school choices by arrows up or down

Remove school choices by clicking this button

Search by School Code or School Name

Next

< Previous Step
Save as draft
Cancel Application

Primary School List for POA 2024

POA School Net: 02

POA School Net and Area Look-up Table

School Session: Please Select

School Type: Please Select

Finance Type: Please Select

Religion: Please Select

School Name:

Search

Reset

Primary School List for POA 2024

< Search Again

8 Schools Found

ABC PRIMARY SCHOOL
甲乙丙小學

Session: AM
School Type: CO-EDUCATIONAL
Finance Type: AIDED
Religion: NOT APPLICABLE
School Net: 02
Provisional Number of Places for Central Allocation: 29

Choice Code: 0201 Added

HONG KONG PRIMARY SCHOOL
香港小學

Session: PM
School Type: CO-EDUCATIONAL
Finance Type: AIDED
Religion: NOT APPLICABLE
School Net: 02
Provisional Number of Places for Central Allocation: 30

Choice Code: 0202 Add to Choice

Add this school as choice

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- The system will issue a prompt message if parents have unfilled school choices in Part (B).

Computer Interface

Reminder

There are still schools available in your school net yet to be selected. We suggest you to fill out all the school choices or as many as possible, that helps to allocate a suitable primary school to the student

Do you want to select more school choices?

Select More School Choices

Go to Next Step

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- Double check the information on school choices, read and agree to the relevant declaration, sign with “iAM Smart +” and submit the application.

Computer Interface

Primary One Admission 2024 – Central Allocation Choice of Schools Form

1 Personal Particulars 2 Unrestricted School Choices 3 Restricted School Choices 4 Confirmation

Applicant Child's Information

POA Application No. 17500382
POA School Net No. 02
Name (in English) CHAN SIU WAH
Name (in Chinese) 陳小華
Sex Female

Unrestricted School Choices

FIRST Choice 02 - 0201 - ABC PRIMARY SCHOOL
School Address : 1, ABC Road, Hong Kong
SECOND Choice 02 - 0202 - HONG KONG PRIMARY SCHOOL
School Address : 1, Hong Kong Primary School Road, Hong Kong
THIRD Choice 02 - 0203 - NEW TERRITORIES PRIMARY SCHOOL
School Address : 1, New Territory Primary School Road, Hong Kong

Edit

Restricted School Choices (Schools in POA school net of home address)

Order of preference
1 0201 - ABC PRIMARY SCHOOL
2 0202 - HONG KONG PRIMARY SCHOOL
3 0203 - NEW TERRITORIES PRIMARY SCHOOL
4 0204 - LUI KEE PRIMARY SCHOOL
5 0205 - HAPPY PRIMARY SCHOOL
6 0207 - LOVE PRIMARY SCHOOL
7 0208 - HUMBLE PRIMARY SCHOOL

Edit

Declaration

I declare that I have read the enclosed “Notes on How to Complete the Choice of Schools Form” and that I have made the above choices at my own will. I also understand that once a Primary One place is allocated to the above applicant child, he/she will not be eligible to participate in the Primary One Admission System again.

- ☒ I have read and acknowledged the [Points to Note](#) and [Personal Information Collection Statement](#).
- ☒ I confirm the correctness of all the above information provided for this POA application.

Signature of Parent / Guardian

Signing with iAM Smart

More info >

Confirm and Submit

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- Sign with “iAM Smart +”

Computer Interface

- Confirm to sign digitally with “iAM Smart”.
- If parents are going to sign digitally with the “iAM Smart” mobile app installed on the same mobile device, **please note that in order to complete the application procedures on this e-Platform after digital signing, they should click “Back to e-Services” button at the bottom of the “Document successfully signed” page, and click the “Confirm and Submit” button after digital signing.**

Reminder

If you are going to sign digitally with the “iAM Smart” mobile app installed on the same mobile device, please note that in order to complete the application procedures on this e-Platform after digital signing, you should click the “Back to e-Services” button at the bottom of the “Document successfully signed” page.

If you are going to sign digitally with the “iAM Smart” mobile app installed on another mobile device, please note that in order to complete the application procedures, you should click the “Confirm and Submit” button after digital signing.

For successfully submitted applications, an acknowledge email will be issued, and parents could also view the relevant records on this e-Platform.

Confirm to sign digitally with “iAM Smart” now?

Yes

No

Sign your application with “iAM Smart”

Service name : POA e-Platform

Document : Primary One Admission of Central Allocation Choice of School Form

Identification code : 3753

Please follow the steps below :

1. Open “iAM Smart” mobile app in your mobile device



2. Tap on “To Sign”

3. Make sure the identification code shown in “iAM Smart” is the same and tap on “Sign” to complete the digital signing

Smartphone Interface

- Open “iAM Smart” app, click “Sign” to sign digitally.

Please check the information of the signed documents, and agree to sign

• Organisation Name
EDB
• Service Name
POA e-Platform
• Document Name
Primary One Admission of Central Allocation Choice of School Form
• Identification Code
3753

Sign

Cancel

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- Confirm and submit the application
 - The system indicates that parents have successfully signed the application. Parents have to click “Confirm and Submit” to successfully submit the application.
 - Lastly, the system will prompt parents that once the Choice of Schools Form is submitted, it cannot be retrieved, cancelled or any changes can be made. Please click the button to confirm.

Computer Interface

Reminder

Digital signing successful. Please click “Confirm and Submit” button to complete the submission of application. If you wish to review the information provided in the application, please click “Cancel”.

Confirm and Submit

Cancel

Reminder

Once submitted, the Choice of Schools Form cannot be retrieved or cancelled and no change could be made to the order of school preference.

Are you sure you want to submit the application?

Yes

No

- After confirmation, the system will display a message notifying parents that the application has been submitted.

Computer Interface

epoa.edb.gov.hk says:

Your application is submitted

OK

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- Parents can view submission record and download the information on school choices if necessary.

Computer Interface

Primary One Admission 2024 Central Allocation Choice of Schools

Application History	Status	Date Submitted
POA 2024 Central Allocation Choice of Schools	SUBMITTED	08.12.2023 14:18:08



Submitted Successfully

Your application for Primary One Admission 2024 Central Allocation Choice of Schools is submitted. The release of Central Allocation result will be on **05 June 2024 – 06 June 2024**

Submitted Record

Date Submitted 08.12.2023 14:18:08

[Download](#)

Applicant Child's Information

POA Application No.	17500362
POA School Net No. of Home Address	02
Name in English	CHAN SIU WAH
Name in Chinese	陳小華
Sex	Female

Unrestricted School Choices

FIRST Choice	02 – 0201 – ABC PRIMARY SCHOOL 甲乙丙小學 School Address : 1, ABC Road, Hong Kong
SECOND Choice	02 – 0202 – HONG KONG PRIMARY SCHOOL 香港小學 School Address : 1, Hong Kong Primary School Road, Hong Kong
THIRD Choice	02 – 0203 – NEW TERRITORIES PRIMARY SCHOOL 新界小學 School Address : 1, New Territory Primary School Road, Hong Kong

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- Parents can check the application confirmation email in their personal email box.

Computer Interface

遞交小一入學選擇學校表格 / Submission of Choice of Schools Form of Primary One Admission



espatest@edb.gov.hk
收件者: 您

To Parent / Guardian:

The Choice of Schools Form of Primary One Admission of Applicant Child (POA Application Number: 17500362) is submitted via ePOA.

For enquiries, please contact the School Places Allocation Section of the EDB at 2832 7700 or 2832 7740.

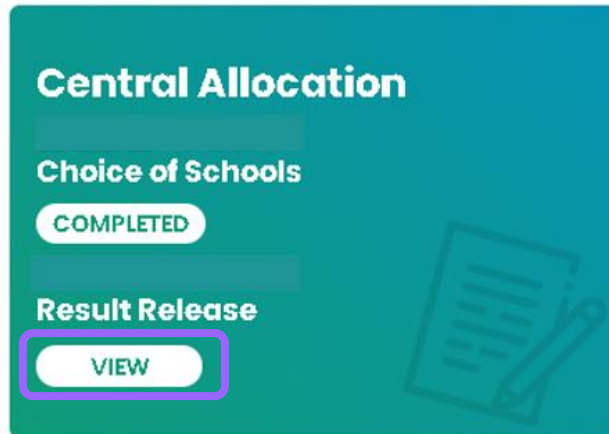
School Places Allocation Section, Education Bureau

(Please do not reply to this e-mail as it comes from an automated mailbox.)

Checking Central Allocation Results in POA e-Platform ("iAM Smart +" / "iAM Smart")

- 1 • Login to "POA e-Platform account". Choose "Result Release" under Central Allocation.

Computer Interface



- 2 • Check the Central Allocation result.

Computer Interface

Central Allocation Result

Year of Allocation	2024
POA Application No.	I7500362
Name of Student	CHAN SIU WAH 陳小華
Sex	Female
Date of Birth	11.08.2018
Name of School Allocated	ABC PRIMARY SCHOOL 甲乙丙小學
School Address	1, ABC Road, Hong Kong 香港甲乙丙道一號
Contact Tel. No.	

The registration date for Primary One students allocated to a school place through Central Allocation is from

Registration Date	11/6/2024 – 13/6/2024
Address for Registration	1, ABC Road, Hong Kong 香港甲乙丙道一號

* The user interface of the relevant POA e-platform is for reference only.
(The interface may be subject to modification due to system development.)

Publishing Date: January 2024



Parents may refer to the "iAM Smart" website about the registration methods of "iAM Smart" / "iAM Smart +".

Link: <https://www.iamsmart.gov.hk/en/reg.html> or scan the QR code on the right.



"iAM Smart" Homepage
<https://www.iamsmart.gov.hk/en/>
or scan the QR code on the left

POA e-Platform Homepage
<https://epoa.edb.gov.hk>
or scan the QR code on the right

