Parents who have registered as users of POA e-Platform and bound their accounts to "iAM Smart +" mobile application can submit primary one applications and check results of discretionary places admission and central allocation through the e-Platform. Parents who have bound their accounts with "iAM Smart " can check the results through the e-Platform.

## Points to Note

(1) In general, once an account is activated (i.e. after binding the applicant child's ePOA account with the parent's / guardian's "iAM Smart+" / "iAM Smart" account), the account binding cannot be changed.

(2) If a parent registers an ePOA account after submitting the paper form of the "Application Form for Admission to Primary One", the ePOA account should be bound with the person signing as the "Parent / Guardian" in the "Application Form for Admission to Primary One".

(3) For parents with more than one child participating in the POA in the same year, they should create their accounts with the information of one of the children, then add other child(ren) to the account without having to register again.

# ePOA Account Registration Procedures for POA2024

**1**

### Access POA e-Platform

**Desktop Computer Interface**



- Parents can access POA e-Platform (https://epoa.edb.gov.hk) via a desktop or smartphone browser starting from mid September 2023 to create account (Must bind the account with "iAM Smart+" / "iAM Smart").

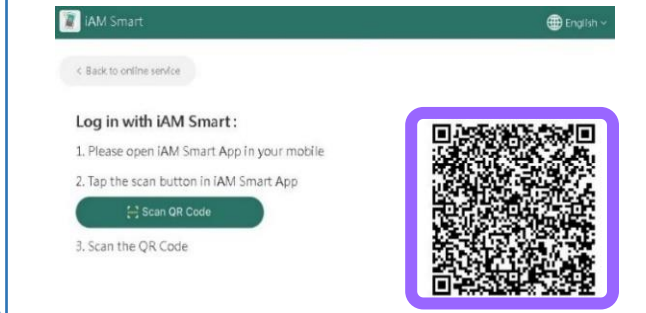- After entering the page, click "Create Account" under "New User".

**2** **Log in with "iAM Smart"**

**Parents using COMPUTER's browser**

(i) Open and log in "iAM Smart" App in the mobile phone
(ii) Tap the "Scan QR Code" button in "iAM Smart" App
(iii) Scan the QR Code on the desktop computer
(iv) A ✅ will appear upon successful scanning

**Desktop Computer Interface**

iAM Smart                                    🌐 English ⌄

< Back to online service

Log in with iAM Smart :

1. Please open iAM Smart App in your mobile

2. Tap the scan button in iAM Smart App

[ Scan QR Code ]

3. Scan the QR Code

**Parents using MOBILE PHONE's browser**

The browser will automatically be connected to the "iAM Smart" App in the mobile phone and log in "iAM Smart"

Remark: If parents log in to the POA e-Platform directly through "iAM Smart" mobile app, they must set Chrome as default browser for Android devices, or set Safari as default browser for iOS devices (Non-Private Mode).

**3** **Authorise "iAM Smart" to provide personal information for binding the ePOA account**

**Desktop Computer Interface**



- After entering the "Authorise 'iAM Smart' to provide personal information page", click "Personal Data from iAM Smart" to proceed.

**4** **Input and confirm parent / guardian's e-mail address for account activation**

**Desktop Computer Interface**



- The account activation e-mail will be sent to the e-mail address provided. Please enter and confirm the e-mail address, then click "Next".

**5**

## Personal Information Collection Statement

- **Please read and agree to the Personal Information Collection Statement, then enter the characters shown in the image and click "Confirm and Submit".**

**Desktop Computer Interface**

### Personal Information Collection Statement

**Purpose of Collection**

(1) The personal data provided by you in this form will be used by the EDB for one or more of the following purposes:

(a) Activities relating to the processing, authentication and assessment on eligibility and counter-checking of the application for individual grant and subsidy as well as education service provided by the EDB;

(b) Activities relating to matching of the personal data with the database of other relevant Government bureaux / departments in connection with the processing, authentication, assessment on eligibility and counter-checking of the application mentioned in (a) above;

(c) Activities relating to matching of the personal data within the database of EDB for purposes of verifying / updating records of the EDB; and

(d) Activities relating to compilation of statistics, research and Government publications.

(2) The provision of personal data required by this form and during the processing of this form is obligatory. In the event that you do not provide those personal data, we may not be able to handle or further process the application.

**Classes of Transferees**

(3) The personal data you provide will be made available to persons working in EDB. Apart from this, they may be transferred or disclosed to the parties or in the circumstances listed below:-

(a) other Government bureaux and departments for the purposes mentioned in paragraph 1 above;

(b) the school in which the form relates for the purposes mentioned in paragraph 1 above;

(c) personnel, agent, service provider or organizations, including data processing companies, engaged by EDB to provide services or advice for purposes mentioned in paragraph 1 above;

(d) where you have given your prescribed consent to such disclosure; and

(e) where such disclosure is authorised or required under the law or court order applicable to Hong Kong.

**Access to Personal Data**

(4) You have the right to request access to and correction of your personal data held by EDB. Request for access or correction of personal data should be made in writing to Senior Education Officer (School Places Allocation)1 or 2 at School Places Allocation Section, Education Bureau, Office 2, 2/F, Manulife Financial Centre, 223 Wai Yip Street, Kwun Tong, Kowloon (Note: School Places Allocation Section is scheduled to be relocated to Podium Floor, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon in the fourth quarter of 2023. The details will be announced on the EDB's website.) or email to seospa2@edb.gov.hk.

☑ **I have read and agreed the Personal Information Collection Statement**

Please enter the characters shown in the image

SWEN  ↻ 🔊  | SWEN |

**Confirm and Submit**

---

**6**

## Account Activation

- **Please login your registered e-mail account to check the activation e-mail. The subject of the e-mail is "Account Activation of e-Platform of Primary One Admission (ePOA) of EDB (Online Application) ".**

- **If the activation e-mail cannot be received after 30 minutes, parents / guardians could check whether the activation e-mail has been sent to junk mail box.**

**Desktop Computer Interface**

### Check email to activate account

An activation email will be sent to your registered email address, please check your mailbox and click the activation link in the email to complete your account creation. (If you do not receive the email, please check your junk mail folder or spam folder).

Go to login page >

Having Question?
Contact Us

**Activation E-mail**

啟動教育局小一入學電子平台帳戶（網上申請）/ Account Activation of e-Platform of Primary One Admission (ePOA) of EDB (Online Application)

To Parent / Guardian:

Please click the link below to activate your ePOA account:

https://uat-epoa.edb.gov.hk/login?code=bc1ccd88dc2802ec44a73fe2efebf3931d65f7ddc19c4a1673d4ac36a658f1a5&lang=en

For the relevant procedures and points to note on using ePOA, please make reference to the relevant PowerPoint, videos and Parent Guides uploaded to the EDB website (Home >Education System and Policy >Primary and Secondary Education >School Places Allocation Systems >Primary One Admission System).

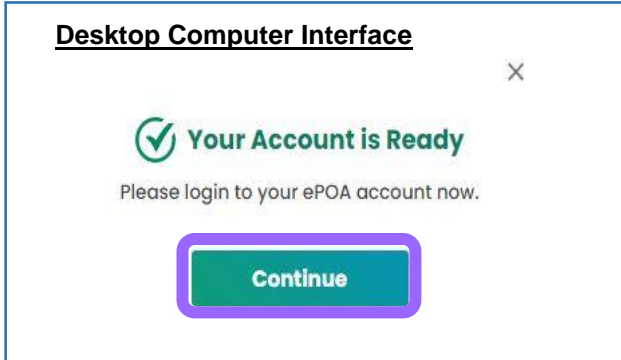For enquiries, please contact the School Places Allocation Section of the EDB at 2832 7700 or 2832 7740.

School Places Allocation Section, Education Bureau

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

- **Please contact the School Places Allocation Section at 2832 7700 or 2832 7740 for enquiries.**

- **Please open the e-mail and click the activation link.**

**7** **Account Registration Completed**

**Desktop Computer Interface**

✓ Your Account is Ready

Please login to your ePOA account now.

Continue

**Desktop Computer Interface**

**New User**

"iAM Smart+" account is required for digital signing all the online forms in ePOA platform. Please click the following "Create Account" button to create a new ePOA user account with "iAM Smart".

Create Account

智方便 iAM Smart+ Don't have "iAM Smart"? Register Now ↗ More Info ↗

**Current User**

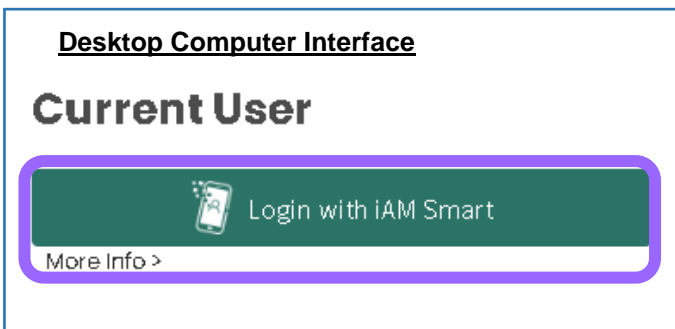Login with iAM Smart

More Info >

- **After clicking the account activation link, the browser will display that the account is ready.**

- **After clicking "Continue", the computer / mobile phone interface will be directed to login page of POA e-Platform automatically.**

# e-Platform Login Procedures

**1** **Select "Login with iAM Smart"**

**Desktop Computer Interface**

**Current User**
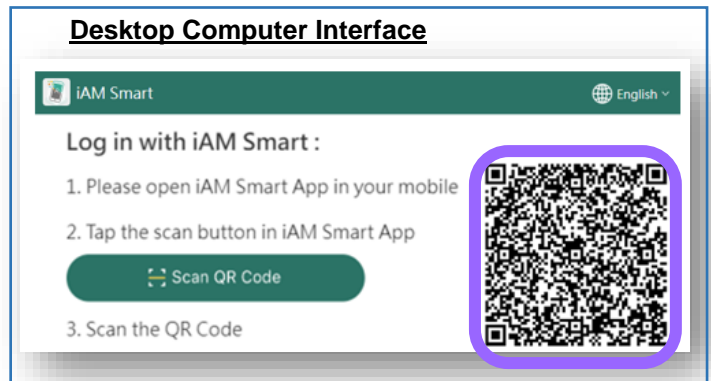
Login with iAM Smart

More Info >

- **Click "Login with iAM Smart" button under "Current User" in POA e-Platform.**

**2** **Log in with "iAM Smart"**

**Desktop Computer Interface**

iAM Smart ⊕ English ˅

Log in with iAM Smart :

1. Please open iAM Smart App in your mobile

2. Tap the scan button in iAM Smart App

Scan QR Code

3. Scan the QR Code

- **Open and log in "iAM Smart" app in the mobile phone, select "Scan QR Code" and scan the QR Code on the screen.**

- **Upon successful scanning of the QR code, the "iAM Smart" app will show that parents have logged into the e-Platform. The QR Code on the computer screen turns into a tick mark.**

**3** **Successful login**



epoa.edb.gov.hk says

Login successful.

OK

- **After successful login, a window will pop up on the computer screen, informing parents that they have logged in to the e-Platform successfully. Please click "OK" to continue.**

**Desktop Computer Interface**



ePOA

POA e-Platform
Primary One
Admission 2024

Applicant child

POA Application No.

POA Application
For Discretionary Place
For Central Allocation

**POA Application**
For Discretionary Place
Only for Central Allocation
SUBMITTED

Discretionary Place
Result Release
NOT YET RELEASED
Register with the School
COMPLETED

**Central Allocation**
Choice of Schools
MAKING CHOICES
Result Release
VIEW

- **Login successfully.**

\* 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:　August 2023

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**