Points to Note

(1) To efficiently handle a large number of applications, each login to POA e-Platform (ePOA) 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 POA in the same year, they may use the same account bound to "iAM Smart+" to submit applications for discretionary places (DP) and check the relevant results.

(3) Irrespective of whether the application is submitted in paper form or through the ePOA, if parents have submitted applications to more than one government or aided primary school for the same applicant child, the application for a DP of the applicant child would be rendered void.

(4) 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.

(5) If the school notices that the information filled or the documents submitted by the parent concerned are incorrect or incomplete, the school will "unlock" the application to let the parent rectify the information or re-submit the documents. The computer system will automatically send an email to notify the parent concerned for his/her follow-up actions.

(6) Parents must ensure that after digital signing using iAM Smart, they return to ePOA and click "Confirm and Submit" button in order to complete the application. After completing the application, they will receive an email issued by EDB confirming the submission of the application (this is different from the email issued by "iAM Smart" confirming the digital signing).

Steps for Submitting DP Applications (Using "iAM Smart+")

1 Login ePOA Platform

- **Login with the activated ePOA account, click "OPEN" under POA Application, then click "Apply Now" under "Application for Primary One Admission".**

Desktop Computer Interface

2 Input Applicant Child's Particulars

Desktop Computer Interface

- **Please enter the POA School Net No. of Home Address, Applicant Child's Names in English and Chinese, Document Type and No., Sex and Date of Birth.**
- **Parents can tick "Children with Special Educational Needs" and / or "Cannot use Chinese As Learning Medium", if necessary.**
- **After filling in the particulars, click "Next".**

3 **Input Correspondence Address and Residential Address**

Desktop Computer Interface

Correspondence Address (Agree with that on document submitted)

Preferred Language of Address

◉ English ○ Chinese

Flat | Floor | Block

Building Name

Estate / Village

No. and Street Name

Area

◉ Hong Kong ○ Kowloon ○ New Territories ○ Mainland / Others

District

Please Select ▾

Residential Address

◉ Same as Correspondence Address

○ Different from Correspondence Address

Next >

‹ Previous Step

Save as draft ›

Cancel Application

- **Please enter Correspondence Address and Residential Address, then**

4 **Input Parent / Guardian's Particulars**

Desktop Computer Interface

Part B: Parent's / Guardian's Particulars

Name (in English)

CHAN TAI MAN

Name (in Chinese)

陳大文

Document Type | Document No.

01 Hong Kong Identity C... ▾ | G5520834

Home Tel. No.

Daytime Contact Tel. No. / Mobile Phone No.

Email Address

epoa.esspa.1@gmail.com

Relationship with Applicant Child

Select ▾

Next >

- **Please enter Home Tel. No., Daytime Contact Tel. No. / Mobile Phone, and Relationship with Applicant Child, then click "Next.**

5a **Choose the School applying for a Discretionary Place**

Desktop Computer Interface

1 Applicant Child's Particulars 2 Addresses 3 Parent's/Guardian's Particulars 4 Discretionary Place 5 Confirmation

Do you apply for a Discretionary Place?

◉ Apply ○ Do not apply

Part C: To be completed only if applying for a Discretionary Place

Name of School applied for

🔍 Search by School Code or School Name

📖 Primary School Lists for Discretionary Places >

- **Please enter the School Code or the keyword of the School Name, or click "Primary School Lists for Discretionary Places" on the right-hand side.**

5b **Search the Preferred School**

Desktop Computer Interface

Primary School List for POA 2026 ✕

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

Search

Reset

Primary School List for POA 2026
< Search Again
7 Schools Found

ABC PRIMARY SCHOOL
甲乙丙小學
Session	WHOLE DAY
School Type	CO-EDUCATIONAL
Finance Type	AIDED
Religion	NOT APPLICABLE
School Net	02
Discretionary Places Quota	60

🏠 ℹ️ 📋   School No. 599131   **Add to Choice**

HONG KONG PRIMARY SCHOOL
香港小學
Session	WHOLE DAY
School Type	CO-EDUCATIONAL
Finance Type	GOVERNMENT
Religion	NOT APPLICABLE
School Net	02
Discretionary Places Quota	50

🏠 ℹ️ 📋   School No. 599875   **Add to Choice**

📖 Primary School Lists for Discretionary Places >

- **The System has only included school choices that match the student's gender. Parents can search the schools of their choices based on different filter criteria.**

5c **Browse School Information**

Desktop Computer Interface

Primary School List for POA 2026

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

Search

Reset

ABC PRIMARY SCHOOL
甲乙丙小學

Session	WHOLE DAY
School Type	CO-EDUCATIONAL
Finance Type	AIDED
Religion	NOT APPLICABLE
School Net	02
Discretionary Places Quota	60

School No.
599131

Add to Choice

School Website

School Profile

Remarks

Add the school to the Choice

- **Browse the school information and add the school concerned to the choice. Parents can click the buttons on the Primary School Lists to browse the school website, the school's primary school profile and the relevant remarks.**

6 **Choose"(A) Sibling(s) studying or Parent(s) working in the primary school applied for" or "(B) Discretionary Places allocated according to points system"**

- **If "(A) Sibling(s) studying or Parent(s) working in the primary school applied for" is "No", parents must choose one item from "Point System item 1-5" and one item from "Point System item 6-7".**

Desktop Computer Interface

(A) Sibling(s) studying or Parent(s) working in the primary school applied for

◯ Parent ◯ Sibling ◉ No

If sibling(s) NOT studying or Parent(s) NOT working in the primary school applied for, please complete type (B).

(B) Discretionary Places allocated according to Points System. Applicant children can only claim one item from 1 to 5 and/or one item from 6 to 7.

Points System item 1 – 5
- Select one item to claim -

Points System item 6 – 7
- Select one item to claim -

7a **Upload Supporting Documents**

- **Parents should upload the copies of applicant child's identity document and proof of residential address (mandatory).**
- **According to items of the Points System, parents may upload other documents, such as handbook of siblings, graduation certificates and baptism certificates, etc.**
- **Please note that only image files (GIF、BMP、PNG、JPEG) and PDF files are accepted. Maximum size of total files uploaded is 20 MB.**
- **Click "Next" after uploading all supporting documents.**

Desktop Computer Interface

Upload Supporting Documents

Please upload documents for verification.
ⓘ Maximum 20mb of total files uploaded (0.00MB/20mb used)
ⓘ Accept PDF and image file only

Birth Certificate Copy of the Applicant Child (If the applicant child was not born in Hong Kong, please supplement valid travel document and other document(s) permitting to stay in Hong Kong) (Mandatory)

| Choose File | No file selected |

Copy of Proof of Residential Address (e.g.: stamped tenancy agreement, demand note for rates, public housing tenancy agreement or water / electricity / town gas / residential telephone bills) (Mandatory)

| Choose File | No file selected |

Mandatory

Copy of Document for Discretionary Places Allocated According to Points System or Other Document Copies

| Choose File | No file selected |

Next >

7b **Select the file to be uploaded**

- **Click "Select File" to choose the file to be uploaded.**

Desktop Computer Interface

Preview and confirm ✕

This is Birth Certificate Copy of the Applicant Child (If the applicant child was not born in Hong Kong, please supplement valid travel document and other document(s) permitting to stay in Hong Kong) (Mandatory)

☐ I hereby confirm that the supporting document uploaded is complete and legible. Furthermore, I fully comprehend that if the supporting document is incomplete or inconsistent with the information provided, the application may be affected.

Select File | **Confirm and Upload**

7c **Confirm and upload the file to be uploaded**

- **Pre-view and confirm the document to be uploaded and then click "Confirm and Upload".**

Desktop Computer Interface

Preview and confirm ✕

This is Birth Certificate Copy of the Applicant Child (If the applicant child was not born in Hong Kong, please supplement valid travel document and other document(s) permitting to stay in Hong Kong) (Mandatory)

☑ I hereby confirm that the supporting document uploaded is complete and legible. Furthermore, I fully comprehend that if the supporting document is incomplete or inconsistent with the information provided, the application may be affected.

[Re-select File] [**Confirm and Upload**]

8 **Cross-check and confirm the information provided for POA Application**

- **Please cross-check and confirm the information provided for POA application, read and acknowledge the relevant statements, then click "Sign with iAM Smart".**

Desktop Computer Interface

Application for Primary One Admission (POA) 2026

1 Applicant Child's Particulars   2 Addresses   3 Parent's/Guardian's Particulars   4 Discretionary Place   5 Confirmation

POA School Net No. of Home Address   02

Part A: Applicant Child's Particulars

Name (in English)	CHAN SIU MING
Name (in Chinese)	陳小明
Document Type	00 Hong Kong Birth Certificate
Document No.	S5741256
Sex	Male
Date of Birth	2020-08-08

[✎ Edit]

☑ 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

[🪪 **Sign with iAM Smart**]
More Info >

[Confirm And Submit]

9 **Sign by using "iAM Smart+"**

Parents using COMPUTER's browser

- The System pops up a message box about digital signature. After confirmation, the System will remind parents to open the "iAM Smart" App in the mobile phone.

Parents using MOBILE PHONE's browser

- Open the "iAM Smart" App in the mobile phone, then click "Sign" to proceed.

10 **Confirm and Submit the Application**

- The System reminds the parent that the application is signed successfully, then click "Confirm and Submit" to submit the application.
- Then, the System will also remind parents that they can only apply for one school.

Desktop Computer Interface

- After confirmation, the System will pop up a message box to inform parents that the application has been submitted.
- Besides, the System will show the applicant child's "POA Application No." which can be used for enquires and relevant applications later on.

Desktop Computer Interface

11 **View and Download the POA Application Information**

- **Parents can view the POA application information and download the related information via e-Platform for retention, if necessary.**

Desktop Computer Interface

Application for Primary One Admission (POA) 2026

Application History	Status	Date and Time	
Application for Primary One Admission (POA) 2026	SUBMITTED	15.09.2025 09:04:02	Withdraw

Application for Primary One Admission (POA) 2026

Submitted Record

Date Submitted   15.09.2025 09:04:02   ⬇ Download

POA Application No.	35000651
POA School Net No. of Home Address	02

Part A: Applicant Child's Particulars

Name (in English)	CHAN SIU MING
Name (in Chinese)	陳小明
Document Type	00 Hong Kong Birth Certificate
Document No.	S5741256
Sex	Male
Date of Birth	08/08/2020

12 **Receive Acknowledgement Email**

- **Parents can receive the acknowledgement email in their personal email boxes.**

Desktop Computer Interface

遞交小一入學申請表 / Submission of Application Form for Admission to Primary One

To Parent / Guardian:

The Application Form for Admission to Primary One of Applicant Child (POA Application Number: 35000651) is submitted via ePOA.

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

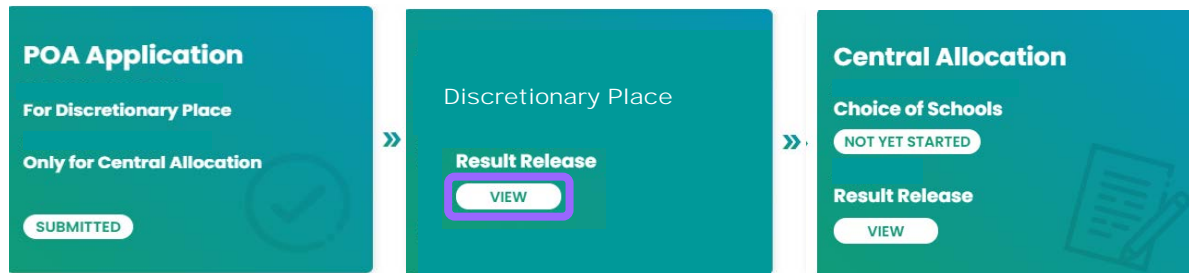School Places Allocation Section, Education Bureau

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

EDUCATION BUREAU

POA e-Platform Parent's Guide (II)

Checking DP Results via ePOA ("iAM Smart+" / "iAM Smart")

1 **Login the POA e-Platform**

- **Login with the activated ePOA account, then click "VIEW" under "Discretionary Place".**

Desktop Computer Interface

POA Application

For Discretionary Place

Only for Central Allocation

SUBMITTED

» Discretionary Place

Result Release

VIEW

» Central Allocation

Choice of Schools

NOT YET STARTED

Result Release

VIEW

2 **Check Discretionary Places Results**

- **The System will show the information of allocated school for successful application. Otherwise, the System will show "Your application for Discretionary Place is not successful."**

Desktop Computer Interface

Results of Primary One Discretionary Places

Year of Allocation
POA Application No.
Name of Student
Sex
Date of Birth

Name of School Allocated
School Address
Contact Tel. No.
School Profile

Successful Application

Results of Primary One Discretionary Places

Name of Student
POA Application No.

Your application of Discretionary Place is not successful.

Unsuccessful Application

*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：September 2025**

智方便 iAM Smart

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/login?lang=en
or scan the QR code on the right