Primary One Admission (POA)

Primary One Admission e-Platform (For Parents' reference)

Rundown

1. Existin applica Releas Allocat	g paper form ation and e of Central tion Result	 Demonstration on the use of the system 		
	2. Overviev Primary Admissi Platform	w of the One on e- า	4. Q&A	

Calendar for Primary One Admission 2023

26 to 30 Sept 2022 Application for discretionary places (1 government or aided primary school)

- 21 Nov 2022 Release of results of allocation of discretionary places by schools
- 23 to 24 Nov 2022 Registration of Primary 1 pupils allocated with discretionary places
- 4 to 5 Feb 2023 Parents of unallocated applicant children to complete the 'Choice of Schools Form' for Central Allocation*
- 7 to 8 Jun 2023 Results of Central Allocation to be sent to parents by post (If parents have provided a mobile phone number on the Choice of Schools Form and indicated their consent to receive the Central Allocation results via this mobile phone number, they will also receive the results via SMS message on 7 Jun*.)
- 13 to 15 Jun 2023 Registration of Primary 1 pupils allocated with places through Central Allocation (The EDB will assign timeslots for parents to register with the allocated school on 13 Jun or 14 Jun. Parents who cannot proceed with the registration within the specific date can register on 15 Jun.)

* In line with the "Smart Government" strategy, the EDB will implement digitalisation of primary one admission by phases starting from 2023. It is envisaged that parents can make school choices at the Central Allocation Stage for the Primary One Admission and receive results of the Central Allocation through the e-Platform in Primary One Admission 2023 at the earliest.

Existing paper form application and Release of Central Allocation Result

Primary One Admission 2023

"Discretionary Places Admission" stage

"Central Allocation" stage

Discretionary Places Admission	<u>Central Allocation Result</u> <u>Release</u>	Discretionary Places Admission	<u>Central Allocation Result</u> <u>Release</u>
26 to 30 Sept 2022 : Submit Application Form Only ONE government or aided school could be applied No restrictions on school nets Please make reference to DP School Lists Completed	21 Nov 2022: Release of results of allocation of discretionary places Registration of Primary 1 pupils allocated with discretionary places on 23 and 24 Nov 2022	 Parents of unallocated applicant children to complete the 'Choice of Schools Form' for Central Allocation on 4 and 5 February. Part A No restrictions on school nets (Parents may choose up to 3 schools from any school nets (including the home net)) Part B Choose schools from the 'Choice of Schools List' of the home net (Up to 30 choices) 	Results of Central Allocation to be sent to parents by post on 7 and 8 June. Registration of Primary 1 pupils allocated with places through Central Allocation on 13 to 15 June.
September	November	January/ February	June

POA Application Form (2023) Sample

For parents who have provided email address in the **"Application Form** for Admission to Primary One", they could make their choice of schools in **Central Allocation** Stage and receive allocation results through the e-Platform



	TO BE COMPLETED ONLY IF APPLYING FOR A DISCRETIONARY PLACE		SCHOOL SESSION	FOR SCHOOL USE ONLY
申 in NAM	育的小學名稱 E OF SCHOOL APPLIED FOR:		上午 AM PM WD	15 學校編號 SCHOOL NUMBER
甲 (A)	〕兄/姊 在該小學就讓或父/母 在該小學就職 16 是 SIBLING(8) STUDYING OR PARENT(8) WORKING IN THE YES PRIMARY SCHOOL APPLIED FOR	父/母或兄/姊姓名 [*] NAME OF PARENT/SIBLING	現讀班級 CLASS ATTENDING	
若済 IF SI	<u>包有兄/姊在該小學就讀或父/母在該小學就職,則填(乙)項</u> BLING(5) <u>NOT</u> STUDYING OR FARENT(3) <u>NOT</u> WORKING IN THE PRIMARY SCHOOL APPLIE	ED FOR, PLEASE COMPLETE TYPE	(B).	
乙 (B)] 依計分辦法準則分配的自行分配學位。申請兒童只能在一至五月 DISCRETIONARY PLACES ALLOCATED ACCORDING TO POINTS SYSTEM APPLICANT CHILDREN CAN	复及/或六至七項中各選一 ONLY CLAIM ONE ITEM FROM 1 TO 5	ー項其其其幸臣。 AND/OR ONE ITEM FROM 6 TO 7.	
1	父/母全職在與該小學同一校址的幼稚園或中學部工作 PARENTSI TRACHING OR WORKING FULL-THE KINDERGARTEN OR SICONDARY SICTION IF ITS OF THE SAME ADDRESS AS THE FUNDARY SCHOOL	[二十分] (20 POINTS)	父/母或兄/姊姓名* NAME OF PARENT / SIBLING	
2	兄/姊在奧該小學同一校址的中學部就讚 SIBLING(3) STUDYING IN THE SECONDARY SECTION IF IT IS OF THE SAME ADDRESS AS THE PRIMARY SCHOOL	(二十分) (20 POINTS) 17		
3	父/母為該小學的校董 PARENT(8) HEING A SCHOOL MANAGER OF THE PRIMARY SCHOOL	[二十分] (20 POINTS)	畢業年份/現讀班級*	
4	父/母或兄/姊為該小學的畢業生 PARENT(S) OR SIBLING(S) BEING A GRADUATE OF THE PRIMARY SCHOOL	〔一十·分〕〕 (10_POINTS)	CLASS ATTENDING	per and
5	首名出生子女〔即為家庭各子女中最年長者〕 FIRST-BORN CHILD (THE ELDEST CHILD IN THE FAMILY IRRESPECTIVE OF SEX)	[五分] (S POINTS)		校印
6	與該校的辦學團體有相同的宗教信仰 SAME RELIGIOUS AFFILIATION AS THE SPONSORING BODY WHICH OPERATES	〔五分〕		School Chor
7	THE PRIMARY SCHOOL 交/伊基语弦小學主辦社團的成員 PARENTS) BEENG A MEMBER OF THE SAME ORGANISATION WHICH SPONSORS DEFINITION OF THE PRIMARY SCHOOL	(五分) 18 (五分)		An and a second
	本人有超過一名子女在自行分配學位階段向同一間小學申請 HAVE MORE THAN GIVE CHILD APPLYING FOR DISCRETIONARY PLACES IN THE SAME 其小一入學申請編號是:	PRIMARY SCHOOL	19 是 vēs	XXXXXXXX
	THE PUA APPLICATION NUMBER(S) IS/ARE :			
ц.	 THE FORAFELA ALIKA TOLMHERS(S) INARE 本人語作以下理明: (0) 本人為上途申還兒童的家長/繁濃人*:及 (10) 此表格(Ph)的哀智/電圧能強加: 傳送有道報資料,本申請將會得讓及 申請兒童獲銀的學位將會被取得。 	 I declare that: I an the parent/guard To the best of my kn and correct. If false i void and the Prima withdraws 	lian * of the aforementioned ap owledge and belief, the inform nformation is provided, this ap ry 1 place allocated on the	plicant child; and ation contained in this form is tra plication will be rendered null ar basis of this application will b
1.	THE FORAPELA ALLAS FOLKMERSON DARGE #C.JaffeldTFBH: (0) 本人為主途申還兒童的家長/ 繁濃人*; 这 (0) 此次移行的该習不違加工能無能。他的名言這當賣對,本申請將會作讓及 申請兒童獲派的學位將會被取清。 本人明已教育局會:在育辦更時樣和還當的行動,委核此申請表內所提供的賣 料,这一次者問題此申請所是很的實料的算證他,參於同情亦可能因此面要求本 人面兒這來提供任何相關的文件和資料, 这一或常出這葉帶 本人則自,如何需 %就得局示可能愈進行等訪,登住此地處內所提供的賣料的可能。 方服的資料的其確性。本人為明白,等素效局最否違及有需要的情況下作且 主選要求, 以這實此申請素的, 这一成實用通申局所提供的賣料的哪確覺和 真礙性,而本人又未得向教育局提供此等感助及一成資料,發活明會就本 人的申請某裡思想能方動,其中 包括實踐處理那不僅即仲培素	 Educlare that: I an the parent/guard To the best of myst the best of myst the best of myst the best of myst myst myst myst myst myst myst myst	lian * of the aforementioned ap ovoledge and belief, the inform information is provided, this ap yry 1 place allocated on the einer Bureau (EDB) will take me information provided in and/c, interview and provided EDB will declaration for such parpose, uderstand that if EDB is not pro- necessary to astify it as to the do'or in relation to this applicat lication, including holding it in	plicant child: and attain contained in this form is tra- plication will be rendered null at basis of this application will be essures as they consider necessar- it n relation to this application will it any document and informatio 1: understand that IDPs may all the target that the target that the ovided with such mesistance and/e e accuracy and turbhilons of the toos, IDDs will take any necessar disepance.
1. 2. 3.	10日 FDAAPFLAALDS FOLKBEIDE SALE ACL affelt (17 FBH): (0) 本人為上途中還兒童的家長/繁濃人*;及 (0) 此次格句的該對全處加能藥加、 本人男仁教育局會在育審毀的算位將會推取這個方面。去核此中認該內所提供的實 者,这之或有關於中語所提供的資料的直慮性。教育局亦可能因此面影水差 人面兒達地提出任何相關的文件和資料。並且也可能因為一些批加、公園的時間 有關的資料的其處性。未入外。之一或有關是中語所是他的資料的市場低估 和設計,並且要比不同能要出了效率。並且也不過了可能是的常調的情況下作出 上處要比不同能要比了效率。這些也是有個的時間的事態情和 其一般。而本人又不能要比和一個的事業和的準確相相 其一般。而本人又不能要比和一個的事業和的準確相相 其一般。一個人就是此不可能要的一個人就要此一個人的事業和的事態情和 其一般。一個人就是此不可能要的一個的意义者的非確認不可。 也能對於一個的資料的其處性人的一個人就是此可能是他的資料的準確相 和的實料的其他有能做的人們一個人就要用。 一人的申請提取相關行動,其一包括實現自己的事業的一般也們透露在此中 事故何、為人或與此申請有關的意义者對,以及能對此的事業和為人的人類對。	I. Educlarse that: (i) Fan the parent/guard (ii) To the best of my to the best of t	lian * of the aforementioned ap owledge and belief, the inform aformation is provided, this ap over the second second second second tions Drowent (EDB) will take me information provide 12DB will interview and provide in an or- moscessary to asticly it as not the noncessary to asticly it as not the interview and the second second second interview and the second second second disclose the personal data pro- tise with, any person, comp of for the puppose of verifying m, and complemy, organization or EDB for any of anth pupposes.	plicant child; and plicant child; and plication contained in this form is tex plication will be rendered null as basis or this applications will complete the second second second in any document and information in the any document and information and/or in relation to this applications will and/or in relation to this application and/or in relation to this application wild in and/or in relation to this application or government the information or provided in and/or approximation or government the information provided in and/or e government department/bureau
1. 2. 3.	THE POAPPEA ALLOS POMPERON DAREL ALAGE(LIT)FBHI: (0) 本人為上途中還兒童的家長/ 繁麗人*: 这 (0) 此次格内的哀發子處加 E成%而。 他忍有這種發資料,本申請將會作讓及 中請兒童獲派的學位將會被取消。 本人见上次會方面全方常態更存得意味。他忍有這種發資料,本申請將會作讓及 中請兒童獲派的學位將會被取消。 本人见上次會方面全方常態更存相意意。 本人思之述有關此中請亦是供的資料的這麼他。 於容局亦可能因比而要求本 加速达進快任何相關的公式。如果的這些你。本人明白,也有 這些來。以這實此中請亦均,這一定當出此可溶為何能堪的。我人以與此申請 了這些人又未有有效有可能是此比容認加之,以或此則 這種他,而本人又未有有效有意見是此比容認加之,以或非非請決例。我們 局別會業的意識性,本人又有有效的有意思之。 人如何讓我和難行動,其中包括實證這些相違的申請法 本人同意就有意味的非正律可能。我們自己就是此可能可能 和意思、此意思、此中這者可能是此比容認知可能是一人又或此申請有關的理能性相 人的申請報取相難行動,其中包括實證處正和這個發音有關的用意。本人 中讀這樣何人之,或可,是關於我們的用意。本人有意識是人的個人發料。 來人已知真自然於著個於人發料。如何加強之人發料,如有 如這樣何人之,或可,是關係或我們都可以非可能的用意。 本人已的自然於著目錄於在此來得起此或所有意識不是的例子。 本人已的自己於著有關於在此來得他的人發料的用意。 本有個意理因及此 定資料的範疇利。	I. I declare that: (i) I and the parentiguard (ii) To the best of my to the maximum and parentiate to verify the I may be required to initiate the maximum section in the section in the maximum section in the section is may predesse my nerves of the section in the section in the section in the section is set in any night in the section in the section is set in the section in the section in the section in the section is set in the section in the section in the section is set in the section in the se	lian * of the aforementioned ap owledge and belief, the inform aformation is provided, this ap view of the second second second information provide UDB with interview and provide in a second interview and provide interview and the transformation provided in a distance the personal data prov or data accession region of the pro- duct provide the personal data prov or data accession region of the second interview and provide the pro- duct provide the personal data prov or data accession region of the personal data prov or data accession provide the personal data prov is data accession provide the personal data provide data personal data provide is data accession provide the personal data provide data personal data provide data personal data provide data personal data provide data personal data pe	plicant child; and attain contained in this form is tra- plicantion, will be readered with a basis or this application will be basis or this application will be application will be application with the application will be application with the application will be application with applications with such assistance and/s accuracy and untribulines or in advort networks the information of this application advort networks and untribulines or in alternate. Such a set the information of approximation or governme the information provided in and/s regovernment department/hursau- rided by means of this form will net do vertexit.
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"Central Allocation"

- Children who have not been offered a discretionary place will participate in central allocation. A fresh application for the central allocation is NOT necessary
- About 50% of P1 places
- Allocation processed centrally by EDB

EDB will issue the following documents to the relevant parents by post in mid-January 2023:

- 1. "Choice of Schools Form"
- 2. "Notes to Parents"
- 3. "Choice of School Lists for Central Allocation" of your home net
- 4. "Choice of Schools Form' Sample"
- 5. "Notes on How to Complete the Choice of Schools Form"
- 6. Relevant information regarding e-Platform for POA

If parents have not received the letter by 30 January 2023, they should contact the School Places Allocation Section.

Letter to parents Sample

SAMPLE

M

Choice of Schools for Central Allocation Mr./Mt CHAN TAI MAN FLAT X, XF, XX BLDG, XX-XX CHATHAM ROAD TSIM SHA TSUI KOWLOON

13 JANUARY 2023

Dear Parent/Guardian,

Primary One Admission 2023

POA Application No. : 90010200 Name of Applicant Child : CHAN SI Date of Birth : 01/08/201 CENTRAL ALLOCATION CENTRE:

CHAN SIU MING 01/08/2017 Sex :

CCC WANCHAI CHURCH KEI TO PRIMARY SCHOOL 45 TUNG KUN STREET, YAU MA TEI, KLN

(NET: 31)

Since the above child has not secured a discretionary place in an aided or government primary school, you are requested to make school choices for Central Allocation (CA). Please bring along this letter and your Hong Kong Identity Card to the above Central Allocation Centre to return and complete "Choice of Schools Form" to the same Centre in the timeslot shown as follows:

Date and time of choice making of schools for Central Allocation:

Note: In light of the latest epidemic development of COVID-19, to reduce the gatherings of people and maintain social distancing, EDB will arrange the parents of applicant children in different timeslots according to the applicant children's POA application number. Parents who cannot make school choices for CA within the above specified period and time can go to the above Central Allocation Centre on 5 February 2023 (Sunday) from 1:30 p.m. to 4:30 p.m.

EDB will arrange to deliver the "Primary One Registration Form" with the result of CA by post to your correspondence address provided in the POA application form from 7 June 2023 to 8 June 2023 through the "Local CourierPOst" service provided by Hongkong Post. The letter will be delivered to done. If attempt of door delivery by Hongkong Post fails, a "Mail Collection Notification Card" will be lettered to done. If attempt of door delivery by Hongkong Post fails, a "Mail Collection Notification Card" will be lettered to done. If attempt of door delivery by Hongkong Post fails, a "Mail Collection Notification Card" will be lettered to done. If attempt of door delivery by Bongkong Post fails, a "Mail Collection Notification Card" will be lettered to a supervised the "Primary One Registration Form" or the "Mail Collection Notification Card" issued by Hongkong Post by 9 June 2023, you could collect the "Primary One Registration Form" at the designated "Collection Centre" from 10 June to 11 June 2023 (please refer to EDB Primary One Admission Website for details in June 2023). Please register at the allocated school from 13 June to 15 June 2023 and keep abreast of the arrangements annuonced by EDB in this regard.

Apart from issuing the "Primary One Registration Form" by post, if you wish to receive the result of the CA for Primary One Admission 2023 of the above child via SMS message on 7 June 2023, you may provide a mobile phone number which can receive SMS message on the Choice of Schools Form and indicate your consent to receive the result of the CA via this mobile phone number. If you have provided an email address in the "Primary One Application Form", you may also choose to submit the "Choice of Schools Form" and receive the result of CA through electronic means.

For further details, please refer to the attached information.

Yours sincerely,

for Secretary for Education

Parents please go to the <u>designated Central Allocation</u> <u>Centre</u> for making of school choices on 4 or 5 February 2023 according to the instructions attached to the letter

'Choice of Schools Form' Sample



When filling in Part A, parents can enter the choice code of up to 3 schools of any government or aided primary schools in Hong Kong in order of preference.

When filling in Part B, Parents should enter as many choice codes on the 'Choice of School List' of their home net as possible. Any remaining spaces should be left blank. Parents may repeat choosing the same school in Part A and Part B if it is in the same home net of the applicant child. Maximum number of school choice is 30.



小一學校網 POA School Net

2023年度小一入學統一派位選校名單

12

Choice of Schools List for Central Allocation (Primary One Admission 2023)

選校 編號 Choice Code	學 校 名 稱 Name of School	授課 時間 Session	學校 類別 School Type	資助 類別 Finance Type	宗教 Religion	**暫定統一 派位學額 Provisional number of places for Central allocation	學校地址 (電話號碼) School Address (Telephone Number)
1201	ABC上午小學 (P) ABC Primary School AM	上午 am	男女 co-ed	資助 aided	基督教 Protestantism/ Christianity	50	香港灣仔道315號 (1234 5678) 315 Wan Chai Road, HK
1202	呂祺小學 (P) Lui Kee Primary School	全日 whole-day	男女 co-ed	資助 aided		25	香港灣仔道375號 (6184 5678) 375 Wan Chai Road, HK

Overview of Primary One Admission e-Platform (ePOA)

Objective

- Provide a reliable and secure electronic platform to process applications and announce allocation results
 - > Parents: Submit application to school/EDB and check allocation results
 - Schools: Submit application data to the EDB and receive allocation results
 - > EDB: Receive application submitted by schools/parents and announce allocation results
- Improve overall efficiency
 - Optimize paper form application procedures to improve the efficiency of sending and receiving documents, data validation, data management and communication between parents/schools and EDB
- Provide a simple and convenient platform to process applications
 - The e-Platform provides links to relevant school selection documents, Notes to Parents, etc., and provides explanations and reminders near some input fields to facilitate parents' school selection
 - Supports different mobile devices to facilitate parents to submit applications and receive allocation results
- Improve data accuracy
 - The e-Platform provides data validation function to reduce the chance for parents to input wrong information (e.g. school choices) when making school choices

Overview of Primary One Admission e-Platform



Parent/ guardian

Overview of Primary One Admission e-Platform

Public Desk

School Desk

EDB Desk

- Submit DP Application*
- Submit CA Application
- Check DP Result*
- Check CA Result

- Manage school account
- Review and submit DP Application*
- Receive registered DP applicant list via e-Platform*
- Receive Admission Result Full List

- Receive and retrieve information submitted by schools*
 - Receive and retrieve the information submitted by parents for central allocation applications and announce the allocation results
- Dissemination of information to schools and parents

*relevant function will be launched in POA 2024

Overview of Primary One Admission e-Platform



- The permissions of the user are based on the account type.
- Digital signing function is provided under the Electronic Transactions Ordinance (Cap. 553). "iAM Smart+" account user can perform digital signing function, which has legal backing for handling statutory documents and procedures.

	POA	POA 2023		POA 2024				
Account Type	CA Stage Choice- making (Feb)	Release of CA Result (June)	Apply for DP (Sep)	Release of DP Result (late Nov)	CA Stage Choice- making (Jan/ Feb)	Release of CA Result (June)		
"iAM Smart+"	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark	\checkmark		
"iAM Smart"	×	\checkmark	×	\checkmark	×	\checkmark		

What is "iAM Smart" ?



"iAM Smart" mobile app provides the one-stop personalised digital services platform, which enables users to log in and use online services by their personal mobile phone in a smart and convenient way.

TV API

Target Users

All Hong Kong residents with Hong Kong Identity Card (HKIC) and aged 11 or over are eligible to register for "iAM Smart". For residents aged between 11 and 17, registration has to be performed with the consent of a parent or guardian.

(Remark: If residents register through "iAM Smart" Mobile App or self-registration kiosk, the consenting parents / guardians must be "iAM Smart" Users.)

[Source : OGCIO – iAM Smart Website]

Difference between "iAM Smart" and "iAM Smart+"

	智方便 IAM Smart	智方便 ⁺ IMM Smart
Authentication		\checkmark
"e-ME" Form Filling	\checkmark	\checkmark
Personalised Notifications		\checkmark
Digital Signing	×	\checkmark

[Source : OGCIO – iAM Smart Website]

Registration Methods of "iAM Smart" & "iAM Smart+"





https://www.iamsmart.gov.hk/en/reg.html

 <u>Video</u> - Register "iAM Smart" with mobile phone (Aged 18 or over) [Source : OGCIO – iAM Smart Website]

- Parents can go to the self-registration kiosk location in person, registration service counter or mobile registration team to register "iAM Smart+"
- Registration steps for residents aged 18 or over
 - Hong Kong Identity Card
 Personal mobile phone (Enabled biometric authentication functions and downloaded "iAM Smart" App)
 Email address
- Registration locations : <u>https://www.iamsmart.gov.hk/en/reg_location.html</u>
- <u>Video</u> Register "iAM Smart+" at self- registration kiosk (For Persons aged 18 or over)





QR code for registration locations



e-Platform for POA 2023 Central Allocation Stage

(only applicable for those applicant child has not secured a discretionary place)

- If parents have provided email address in the "Application Form for Admission to Primary One" in POA 2023 for activation of the ePOA account, the EDB will send an activation email to the email address provided in early January 2023 for parents to activate their ePOA account via the "iAM Smart" mobile app.
- Parents must register "iAM Smart+" account before they can use the functions of "digital signing" to make their choice of schools through the e-Platform.

e-Platform for POA 2023 Central Allocation Stage

- For parents 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 receive their Central Allocation results through ePOA.
- EDB will implement digitalisation of POA in phases starting from 2023. To cater the needs of different parents, EDB will continue to accept the applications in traditional paper form after the launch of the e-Platform

Important Dates of ePOA in POA 2023

Date	Summary of Work
from 9 to 11 January 2023	EDB will send emails to parents who have provided email address in the "Application Form for Admission to Primary One" (only applicable for those applicant child has not secured a discretionary place). Parents can click on the account activation link to activate their ePOA account.
from 30 January to 5 February 2023	Parents who have activated their ePOA account and registered "iAM Smart+" can submit "Choice of Schools Form" through ePOA.
since 7 June 2023	Parents who have activated the account with "iAM Smart+" or "iAM Smart" could receive allocation results through ePOA



System Operation (Public Desk)

POA 2023

Account Activation

Apply for Central Allocation

> Checking Allocation Results

Account Activation & Login

Central Allocation

Allocation

Results

Public Desk

Account Activation and Login Procedures "iAM Smart" /" iAM Smart+"

Workflow Submit "Choice of Schools Form" Receive results of Central Allocation

System Functions (Public Desk)

Year	Content	Page No
Central	 Register ePOA account (via the activation link sent by EDB) " iAM Smart+" /" iAM Smart" 	<u>P.26-35</u>
Allocation for POA 2023	 Submit Central Allocation applications via e-Platform 	<u>P.36-46</u>
	 Check results of Central Allocation via e- Platform 	<u>P47-49</u>

POA 2023 ePOA Account Activation

• Step 1 : Parents provided email address in the "Application Form for Admission to Primary One" . The EDB will send an activation email to the email address provided in early January 2023.

啟動教育局小一入學電子平台 / Account Activation One Admission (ePOA) of EDB Intex ×	of e-platform of Primary	8	ß
espatest@edb.gov.hk to me +	Wed, 21 Dec 2022, 11:22	¢	:
To Parent / Guardian:			
Please click the link below to activate your ePOA account:			
Name of applicant child: DXAX X*******			
https://uat-epoa.edb.gov.hk/account-activation?step=1&passCode=a05f1973c99389681fa	a9a380e0d9e5d2028903b3f7167c4b81f1fea	29ce004	<u>2d</u>
For the procedure of account activation and points to note on ePOA, please make referen Guides uploaded to the <u>EDB website</u> (Home >Education System and Policy >Primary and Systems >Primary One Admission System)	ice to the relevant PowerPoint, videos and P d Secondary Education >School Places Alloc	arent	
Click on the account act	tivation link	Se	er
		-	

(The activation link is valid for 30 days. If parents do not receive the email, please check the junk email folder).



Account

Activation & Login

Step 2

POA 2023 ePOA Account Activation

 Step 3 : Enter the POA application number and the applicant child's document number (Should be identical to the information on the "Application Form for Admission to Primary One".)

POA Application No. is printed on the	
Application Form of POA.	POA Application No. The first four alphanumeric characters of Applicant child's Document No. e.g. please enter Z123 for Z123456(7)
	Next

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

• Step 4 : Bind the account with "iAM Smart+" / "iAM Smart" .

Account Type Account Type
Continue with iAM Smart
Create an account with "iAM Smart" binded for easy login and it is required for digital signing all the online forms in ePOA platform.
Do not "iAM Smart" yet? Register Now 🗹 < Back

Account Activation & Login

• Step 5 : For parents using computer's browser, open and log in with "iAM Smart" App in the mobile phone and scan the QR code (For parents using mobile phone's browser, "iAM Smart" App in the mobile phone will be connected automatically)



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

Step 6 : Authorise "iAM Smart" to provide personal information

Authorise "iAM Smart" to provide personal information Welcome to log in to POA e-Platform through "iAM Smart" This is the first time you have logged in to POA e-Platform through "iAM Smart". The system will request the following personal information via "iAM Smart" for creating a new account: • Name (English) • Name (Chinese) • HKID number Personal Data from iAM Smart Cancel

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

- Step 7 : Read and agree to the Personal Information Collection Statement
- Step 8 : Enter the characters shown in the image

Personal Information Collection Statement

- 1. I declare that:
 - (i) I am the parent/guardian of the aforementioned applicant child; and
 - (ii) To the best of my knowledge and belief, the information contained in this form is true and correct. If false information is provided, this application will be rendered null and void and the Primary 1 place allocated on the basis of this application will be withdrawn.
- 2. I understand that the Education Bureau (EDB) will take measures as they consider necessary and appropriate to verify the information provided in and/or in relation to this application and I may be required to attend interview and provide EDB with any document and information, and/or to make any sworn declaration for such purpose. I understand that EDB may also conduct home visits to verify the information provided in and/or in relation to this application as and when necessary. I understand that if EDB is not

I have read and agreed the Personal Information Collection Statement

Please enter the characters shown in the image





Confirm and Submit

Account Activation

 Step 9 : After clicking "Confirm and Submit", the browser on computer or smart phone will be redirected to the login page.





Account Activation & Login

- Step 1 : Login with "iAM Smart+" / " iAM Smart"
- Step 2: For parents using computer's browser, open and log in with "iAM Smart" App in the mobile phone and scan the QR code (For parents using mobile phone's browser, "iAM Smart" App in the mobile phone will be connected automatically)

Education Bureau The Government of the Hong Kong Special Administrative Region of the People's Republic of China	0	iAM Smart	⊕ English ∨
POA e-Platform Primary One		< Back to online service	
C Admission 2023		1. Please open iAM Smart App in your	
Current User		2. Tap the scan button in iAM Smart App	
Login with iAM Smart	Click to login	3. Scan the QR Code	

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

POA 2023 e-Platform Login Procedures – "iAM Smart+" / "iAM Smart"

• Step 3 : Successfully logged in.



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

POA 2023 e-Platform Login Procedures – "iAM Smart+" / "iAM Smart"







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

Primary One Admission e-Platform

• Step 1 : Login to activated POA e-Platform account

Primary One Admission 2023 Central Allocation Choice of Schools

() Notes of How to Complete the Choice of Schools Form



Primary One Admission 2023 Central Allocation

Choice of Schools Form

Apply Now

 \mathbb{Z}

Central Allocation



• Step 2 : Check pre-filled applicant child's information and applicant's name

 Step 3 : Choose to provide mobile phone number for receiving central allocation results via SMS or not.

Applicant Child's I	nformation			
(i) How to Complete the Choice of Schools Form		Applicant Information		
POA Application No.	89002180	Name of Parent/Guardian		
POA School Net No. Name (in English)	41	Contact Tel. No.		
Name (in Chinese)		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.		
Sex	Male Female	Mobile Phone No. to receive SMS message		

Step 4 : Select schools basing on different selection criteria (for example, according to POA school Net, religion, etc.) under Part (A) – "Unrestricted School Choices"





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

Allocation



Step 5 : Select schools under Part (B) – "Restricted School Choices"

duless				Primary School List for
(i) How to Complete the Ch	noice of Schools Form			POA School Net
POA School Net No.	41			Please Select
Please enter below the Ch	oice Codes of schools within the Choice	of Schools List of the POA s	chool	POA School Net and Area Lool
net of home address in ord	der of preference. The number of choice	s to be entered should not	exceed	School Session
remaining spaces should l	be left blank. <u>Maximum 30 choices are</u>	allowed.	5. OTY	Please Select
Primary School Lists for	Central Allocation			School Type
Chift th	o choice up or	down		Please Select
Ordes	e choice up oi	UUWII		Finance Tune
Preference				Finance Type
Preference	by School Code or School Name			Please Select
1 Q Search	by School Code or School Name		Θ	Please Select Religion
1 C Search	by School Code or School Name	noice	Θ	Please Select Please Select Please Select
Preference 1 2 2 2 2 2 2 2 2 2 2	by School Code or School Name Enter the C by School Code or School Name	noice	0	Please Select Please Select School Name
Preference 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	by School Code or School Name Enter the C by School Code or School Name Code Or Key	noice words	Θ	Please Select Please Select School Name
Preference 1 2 3 A Q Search Q Search Q Search	by School Code or School Name Enter the C by School Code or School Name Code or Key	noice words	0	Please Select Please Select School Name
Preference 1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	by School Code or School Name Enter the C by School Code or School Name Code or Key oy Sch@tose a@mat	noice words ame	⊖ ⊖ ⊖	Please Select Please Select School Name Searcl
Preference 1 2 3 C Search C Search C Search C Search	by School Code or School Name Enter the C by School Code or School Name Code or School Name Code or Key	noice words ame	 ○ ○ ○ Ove the 	Please Select Religion Please Select School Name Searcl
Preference 1 2 3 4 C Search C Search C Search C Search	by School Code or School Name Enter the C by School Code or School Name Code or Key oy Sch@tos@a@mt	noice words ame	 ○ ○ ○ ove the 	Please Select Religion Please Select School Name Searcl Reset

× POA 2023	HONG KONG 香港小學	PRIMARY	SCHOO	L	
 • t-up Table • 	Session School Type Finance Type Religion Provisional Number of Places for	PM CO-EDUC AIDED	ATIONAL		
	Central Allocation	Choic O:	ce Code 202	Add to Choice	
			Ado to t	d the s he Ch	school ioice

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

- The system will remind parents if there are unfilled school choices under Part (B)
- Under Part (B), the system will filter out schools of unmatched gender in advance and provide only schools in applicant child' s own net for parents to choose to avoid selecting wrong school choices by parents.





Step 6 : Check and the information on school choice and edit if required.

🚱 ЕDB 🗏 🗇 🕀 🙁	Applicant Information		School choices of address's POA school Net
POA e-Platform	Applicant information	Unrestricted School Choices	
e POA Primary One	Name of Parent/Guardian	FIRST Choice	Order of perference
Primary One Admission 2023 - Central	Contact Tel. No.	SECOND Choice	1
Choice of Schools Form	Mobile phone number for receiving SMS message	THIRD Choice	2
1 2 3 4 Confirmation			3
		Edit	4
Applicant Child's Information	Edit		5
POA Application No. 01800809			
POA School Net No.			6
41			7
Name (in English)			8
Name (in Chinese)			9
			10
Sex M			
Edit			Edit

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

Allocation

Step 7 : Read and agree to the relevant declaration, sign with "iAM Smart +" and submit the application

Points to Note

1. I declare that:

(i) I am the parent/guardian of the aforementioned applicant child; and

(ii) To the best of my knowledge and belief, the information contained in this form is true and correct. If false information is provided, this application will be rendered null and void and the Primary 1 place allocated on the basis of this application will be withdrawn.

2. I understand that the Education Bureau (EDB) will take measures as they consider necessary and appropriate to verify the information provided in and/or in relation to this application and I may be required to attend interview and provide EDB with any document and information and/or to make any sworn declaration for such purpose. I understand that EDB may also conduct home visits to verify the information

any sworn declaration for such purpose. I understand that EDB may also conduct home visits to verify the information

Privacy Statement

(1) The personal data provided by means of this form will be used for verifying the information provided in and/or in relation to this application, school places allocation and other education-related purposes. Names of successful applicant children for the discretionary places admission will be posted up at the schools concerned.

X

(2) The personal data collected may also be disclosed to any person, company, organization or government department/bureau and the school to which your child is allocated/transferred for any of the purposes mentioned in paragraph (1) above.

(3) The provision of the personal data by means of this form is obligatory. If you do not provide sufficient information, the Education Bureau may not be able to process your application.

not provide sufficient information, the Education Bureau may not be able to process your application.

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 Privacy Statement.
- ✓ I confirm the correctness of all the above information provided for this POA application.

Signing with iAM Smart

Signature of Parent / Guardian

Confirm and Submit

< Previous Step

More into

Cancel Application

X

Central

Allocation



Confirm and submit application

Declaration



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

Х

Reminder

Are you sure you want to submit the 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.)

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

POA 2023 Central Allocation Submit Central Allocation Applications via the e-Platform (Using "iAM Smart+")



Primary One Admission 2023 Central Allocation **Choice of Schools**

Notes of How to Complete the Choice of [Z](i) Schools Form

Application History

POA 2023 Central Allocation Choice of Schools

Status

Date Submitted









Central

Allocation

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

• Step 1 : Login to an activated POA e-Platform account.

• Step 2 : Choose "Result Release" under Central Allocation.





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

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

egistration Date	June 13-15, 2023	Registr	atio
he registration dat hrough Central Allo	e for Primary One students allocated t cation is from	o a school place	
Contoct Tel. No.			
School Address		Schoo	
Name of School Allocated	HONG KONG PRIMARY SCHOOL 名法小學	Prima	у
Date of Birth	Dec 25, 2008	Alloca	ted
Sex	м		
Name of Student	CHAN SIU MING 陳小明		
POA Application No.	89001583		
Year of Allocation	2023		

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

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





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

Primary One Admission e-Platform

Allocation Result

Submit Central Allocation Applications via the e-Platform (Using "iAM Smart+")

- Central Allocation
- We encourage the parents to register "iAM Smart+" as early as possible to use more efficient and convenient service.
- Advantages :
 - > Do not affected by adverse weather and epidemic
 - The e-Platform supports common operating system/browsers and mobile devices. Parents can handle the entire POA application more easily and conveniently, and receive results of allocation of their children
 - > Parents can readily access relevant school information
 - Reduce the chance of making incorrect school choices by parents



Points to Note

- 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 Primary One Admission application for the applicant child. He / She should personally complete all procedures relating to the application for Primary One Admission (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.
- To efficiently handle a large number of applications, each login to 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.

Points to Note

- For parents with more than one child participating in the Central Allocation in the same year, the follow situations will happen
 - If the parents have submitted "Application Form for Admission to Primary One" in paper form, they will receive more than one email. The parents 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 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.

Points to Note

- The deadline for submission of Central Allocation Applications through the POA e-Platform is 11:59pm on 5 February 2023 (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.
- Parents could only choose to submit <u>one application</u> through e-Platform or traditional paper form.

Other Support to Schools (including Kindergartens)/ Parents

- Organise briefing sessions on ePOA
- Parent's Guide*
- Powerpoints on "POA" for Schools/Parents*
- Video*
- FAQ*

*Will be uploaded to EDB website

(Home >Education System and Policy >Primary and Secondary Education >School Places Allocation Systems >Primary One Admission System)

Other Support to Schools (including Kindergartens)/ Parents

- To provide schools and parents with a better understanding of digitalisation of POA 2023, the EDB organised briefing sessions for kindergartens, child care centres, primary schools and parents in late November to December 2022, to introduce the application and actual operation of the ePOA. The EDB gave priority to kindergartens and child care centers for joining the briefing sessions, so that they could obtain the relevant information in advance to support parents in making choice of schools.
- The EDB organised a number of identical briefing sessions for parents on ePOA to introduce the application and actual operation of the public desk of ePOA (only applicable for parents of children who will attend Primary One in September 2023). Relevant PowerPoint presentations and video clips would also be uploaded to the EDB website for reference.

Other Support to Schools (including Kindergartens)/ Parents

Parent's Guide

1)



