

### Points to Note

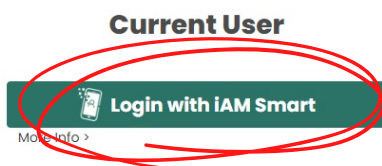
- 1) Parents could submit Secondary One Choice of Schools Form (Choice Form) from **9 April 2024 (Tuesday) to 6 May 2024 (Monday)** via the SSPA e-Platform to the attending primary school.
- 2) If parents have activated the SSPA e-Platform account at Discretionary Place (DP) stage, they may continue to use the same account to submit Choice Form via the SSPA e-Platform for their child. Otherwise, parents should first register as SSPA e-Platform users and bind their account to "iAM Smart+" for submission of Choice Form via the SSPA e-Platform.
- 3) Parents should not submit duplicate applications via the SSPA e-Platform and in paper form for the same child.
- 4) To efficiently handle the large number of applications, each login session is **limited to 30 minutes**. If necessary, parents may make good use of the "Save as draft" function and continue with the application submission concerned at the next login session.
- 5) **Once allocation is completed, there will be no re-allocation.** Parents should therefore consider carefully before making school choices, pay attention to the remark(s) of the school in the Handbook for Unrestricted School Choices and the Secondary School List, if any. Advice from their child's school could also be sought.
- 6) **To complete the application procedures, parents should confirm and submit the application after signing digitally with "iAM Smart+."** For applications successfully submitted, parents will receive an acknowledgement email issued by the SSPA e-Platform and could view the relevant applications on the SSPA e-Platform.

## Submission of Central Allocation (CA) Applications

01

### Log in eSSPA

(Please refer to "Parent's Guide (I) – Account Creation and Login Procedures" for details)

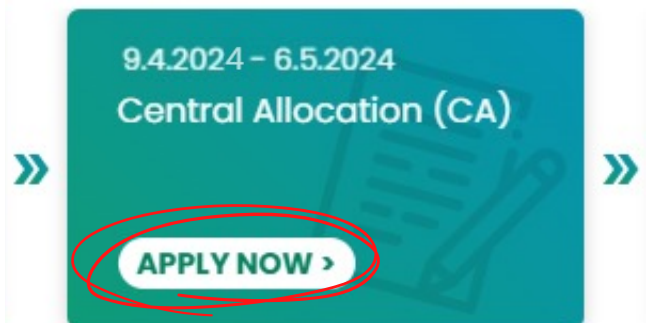


To ensure smooth operation of the SSPA e-Platform, each login is limited to 30 minutes.

The allocation results for SSPA 2022/2024 will be announced on 9 July 2024 (Tuesday). Parents could view allocation results on the SSPA e-Platform starting from 10:00 a.m. on the same day.

02

Select "Apply Now" to enter the page for Central Allocation (CA).



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

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



03

### Select "Apply Now" to start filling in the Choice Form.

Once allocation is completed, there will be no re-allocation. Parents should therefore consider carefully before making school choices. Advice from their child's school should also be sought.

If parents have enquiries about completion of the Choice Form, they should approach the child's school. In case of further enquiries, parents may contact the School Places Allocation Section (Secondary School Places Allocation) of the EDB at 2832 7740 or 2832 7700.



SSPA Central Allocation 2024

**Secondary One Choice of Schools**

Apply Now

04

### Fill in Parent / Guardian Information.

#### Parent / Guardian Information

Name of Parent / Guardian

SHEUNG FINE LOT

Email

Home Address

Contact Tel. No.

Consent is given for the Education Bureau to inform me of the allocation results of the student via SMS message. My mobile phone number which can receive SMS is provided in the box below (please leave the box blank if you do not wish to receive SMS).

Mobile Phone No. to receive SMS message

**05** Please select from one of the options below according to your child's circumstances:

**A**

**Make school choices on the Secondary One Choice of Schools Form**

For students who require allocation of S1 places through CA (viz. students who have not been notified by the secondary schools participating in the Secondary School Places Allocation (SSPA) System as successful DP applicants or have not been admitted by Jockey Club Ti-I College or any Direct Subsidy Scheme secondary schools not participating in the SSPA system (NDSS secondary school)), please select this option.

- Make school choices on the Secondary One Choice of Schools Form
  - Do NOT need to make school choices on the Secondary One Choice of Schools Form as the child has been notified as successful Discretionary Places applicant or admitted by Direct Subsidy Scheme secondary schools not participating in the SSPA System (i.e. give up participating in Central Allocation)
- Do NOT need to be allocated a subsidised S1 place through the SSPA System (i.e. give up participating in the SSPA System)

**B**

**Do NOT need to make school choices on the Secondary One Choice of Schools Form**

For students who do not have to make school choices (viz. students who have been notified by the secondary schools participating in the SSPA System as successful DP applicants or have been admitted by Jockey Club Ti-I College or NDSS secondary school), please select this option to skip the parts on school choices in Part A and Part B. Parents are still required to sign digitally with "iAM Smart+", confirm and submit the Choice Form.

- Make school choices on the Secondary One Choice of Schools Form
  - Do NOT need to make school choices on the Secondary One Choice of Schools Form as the child has been notified as successful Discretionary Places applicant or admitted by Direct Subsidy Scheme secondary schools not participating in the SSPA System (i.e. give up participating in Central Allocation)
- Do NOT need to be allocated a subsidised S1 place through the SSPA System (i.e. give up participating in the SSPA System)

**C**

**Do NOT need to be allocated a subsidised S1 place through the SSPA System**

For students who do not need to be allocated a subsidised S1 place through the SSPA System (for example, your child will study in Mainland China), and decide to give up participating in the SSPA System, please select this option to skip the parts on school choices in Part A and Part B. Parents are still required to sign digitally with "iAM Smart+", confirm and submit the Choice Form.

Please note that if parents select this option, the student will give up participating in the SSPA System, and will not receive allocation results on the day for announcement of allocation results.

- Make school choices on the Secondary One Choice of Schools Form
  - Do NOT need to make school choices on the Secondary One Choice of Schools Form as the child has been notified as successful Discretionary Places applicant or admitted by Direct Subsidy Scheme secondary schools not participating in the SSPA System (i.e. give up participating in Central Allocation)
- Do NOT need to be allocated a subsidised S1 place through the SSPA System (i.e. give up participating in the SSPA System)

06

On the page for "Part A - Unrestricted School Choices", parents may select one to three secondary schools from any school nets (including the school net their child belongs to) according to their preference.

Parents may search for/ select school(s) by inputting the School Code(s) or School Name(s).

1 Personal Information > 2 Part A - Unrestricted School Choices > 3 Part B - Restricted School Choices > 4 Submission

### Part A – Unrestricted School Choices

Student's School Net **HK3 EASTERN DISTRICT**

Parents may choose not more than three different schools from ANY school nets, including the student's school net. Please refer to the "Handbook for Unrestricted School Choices" and enter the School Codes in order of preference. The school choices in Part A will be processed first.

FIRST Choice  Not Applicable

999 - KOWLOON CITY DISTRICT- LUI KEE SECONDARY SCHOOL



School Address : KOWLOON TONG, KLN

SECOND Choice  Not Applicable

THIRD Choice  Not Applicable

Parents may also select school(s) from the "Territory-wide School List for Part A – Unrestricted School Choices" on the right hand side of the page. Addresses of the selected school(s) will be displayed on the page for verification.

#### Territory-wide School List for Part A - Unrestricted School Choices

School Net  
Please Select

School Code

Name of School

School Type  
Please Select

Finance Type  
Please Select

Religion  
Please Select

Search

Reset

#### Territory-wide School List for Part A - Unrestricted School Choices

School Net  
Please Select

- CENTRAL & WESTERN DISTRICT
- WAN CHAI DISTRICT
- EASTERN DISTRICT
- SOUTHERN DISTRICT
- YAU TSIM MONG DISTRICT
- SHAM SHUI PO DISTRICT
- KOWLOON CITY DISTRICT
- WONG TAI SIN DISTRICT
- KWUN TONG DISTRICT
- KWAI TSING DISTRICT
- TSUEN WAN DISTRICT

Search

Reset

#### Territory-wide School List for Part A - Unrestricted School Choices

School Net  
Please Select

School Code

Name of School

School Type  
Please Select

- BOYS
- GIRLS
- CO-EDUCATIONAL

Search

Reset



07

On the page for "Part B - Restricted School Choices", parents should fill in schools in the school net in Part B in the order of their preference and fill up the 30 choices as far as possible. When filling in Part B, parents may also search for/ select school(s) by inputting the School Code(s) or School Name(s).

1 Personal Information    2 Part A – Unrestricted School Choices    3 Part B – Restricted School Choices    4 Submission

### Part B – Restricted School Choices

Student's School Net    HK3 EASTERN DISTRICT

Please refer to the "Secondary School List" and enter the School Codes within student's school net in order of preference. The school choices in Part B will be processed if students are not allocated school places in Part A.

Parents should fill up the 30 choices as far as possible in this part. If a student is not allocated a place after all his/her school choices have been exhausted, the computer will allot a place to him/her from other schools with remaining places in his/her own school net.

#### Order of Preference

1	998 - EASTERN DISTRICT- CHAI WAN SECONDARY SCHOOL	X	⋮	⊖
2	997 - EASTERN DISTRICT- CITY SECONDARY SCHOOL	X	⋮	⊖
3	996 - EASTERN DISTRICT- CLOUD VIEW ROAD SECONDARY SC...	X	⋮	⊖
4	995 - EASTERN DISTRICT- FORTRESS HILL SECONDARY SCHOOL	X	⋮	⊖

Parents may also select school(s) from the "Secondary School List for Part B - Restricted School Choices" on the right hand side of the page.

#### Secondary School List (EASTERN DISTRICT) for Part B - Restricted School Choices

School Net  
EASTERN DISTRICT

School Code

Name of School

School Type  
Please Select

Finance Type  
Please Select

Religion  
Please Select

**Search**

**Reset**

#### Secondary School List (EASTERN DISTRICT) for Part B - Restricted School Choices

School Net  
EASTERN DISTRICT

School Code  
999

Name of School  
LUI KEE SECONDARY SCHOOL

School Type  
Please Select

Finance Type  
Please Select

Religion  
Please Select

**Search**

**Reset**

#### Secondary School List (EASTERN DISTRICT) for Part B - Restricted School Choices

School Net  
EASTERN DISTRICT

School Code  
999

Name of School  
LUI KEE SECONDARY SCHOOL

School Type  
Please Select

BOYS  
GIRLS  
CO-EDUCATIONAL

Please Select

**Search**

**Reset**

Parents may also use the arrows to change the order of preference.

### Order of Preference

The screenshot shows a list of four school preferences. Each preference is in a grey box with a number on the left, an up/down arrow, a text input field containing the school name, a close button (X), a grid icon, and a minus sign. The schools listed are:

- 1 998 - EASTERN DISTRICT- CHAI WAN SECONDARY SCHOOL
- 2 997 - EASTERN DISTRICT- CITY SECONDARY SCHOOL
- 3 996 - EASTERN DISTRICT- CLOUD VIEW ROAD SECONDARY SC...
- 4 995 - EASTERN DISTRICT- FORTRESS HILL SECONDARY SCHOOL

A red circle highlights the up and down arrows next to the second preference, indicating that these arrows can be used to change the order of the preferences.

08

For parents who have made fewer than 20 school choices, the system will remind parents to fill up the 30 choices as far as possible.

The screenshot shows a reminder dialog box with a yellow information icon and a close button (X). The text inside the dialog reads:

**Reminder**

You have made fewer than 20 school choices. Parents should fill up the 30 choices as far as possible.

If the computer cannot allocate a place to a student after screening all the choices, the student will be allocated to a secondary school outside the choices made.

Do you want to make more school choices?

[Make More School Choices](#)

[Go to Next Step >](#)

09

**Check that the name of secondary schools chosen and order of school preference are in order.**

### Student Information

Student Reference No.	80068629
English Name of Student	SHEUNG CHUN PO
Chinese Name of Student	常進步
Sex	MALE
Primary School Attending	LUI KEE SCHOOL
Class	6A

### Parent / Guardian Information

Name of Parent / Guardian	SHEUNG FINE LOT
Email	
Home Address	XXXXXXXXXXXXXX
Contact Tel. No.	12345678

#### Apply for Central Allocation

Make school choices on the Secondary One Choice of Schools Form

[Edit](#)

### Part A – Unrestricted School Choices

FIRST Choice	999 – KOWLOON CITY DISTRICT – LUI KEE SECONDARY SCHOOL School Address : KOWLOON TONG, KLN
SECOND Choice	Not Applicable
THIRD Choice	Not Applicable

[Edit](#)

### Part B – Restricted School Choices

Order of Preference

- 998 – EASTERN DISTRICT – CHAI WAN SECONDARY SCHOOL
- 997 – EASTERN DISTRICT – CITY SECONDARY SCHOOL
- 996 – EASTERN DISTRICT – CLOUD VIEW ROAD SECONDARY SCHOOL
- 995 – EASTERN DISTRICT – FORTRESS HILL SECONDARY SCHOOL

[Edit](#)

10

**Read and acknowledge the content of the “Notes for Parents on Central Allocation” and “Personal Information Collection Statement”, then sign digitally with “iAM Smart+”.**

### Declaration

I now submit the Choice Form to the school for processing. I declare that I have read the Notes for Parents on Central Allocation and made the above choices at my own will.

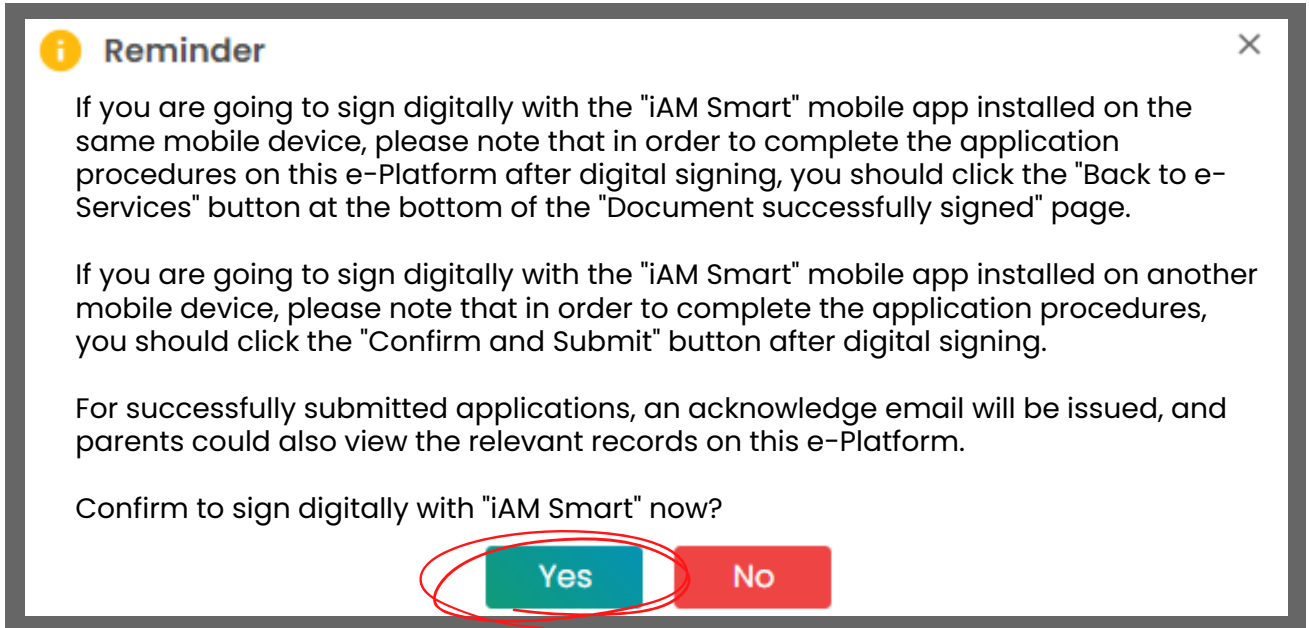
I have read and fully understand the content of the Notes for Parents on Central Allocation and Personal Information Collection Statement of this Choice Form

Signature of Parent/Guardian



Signing with iAM Smart+

[More Info >](#)

**11 Confirm to sign digitally with "iAM Smart+".**

**i Reminder** ✕

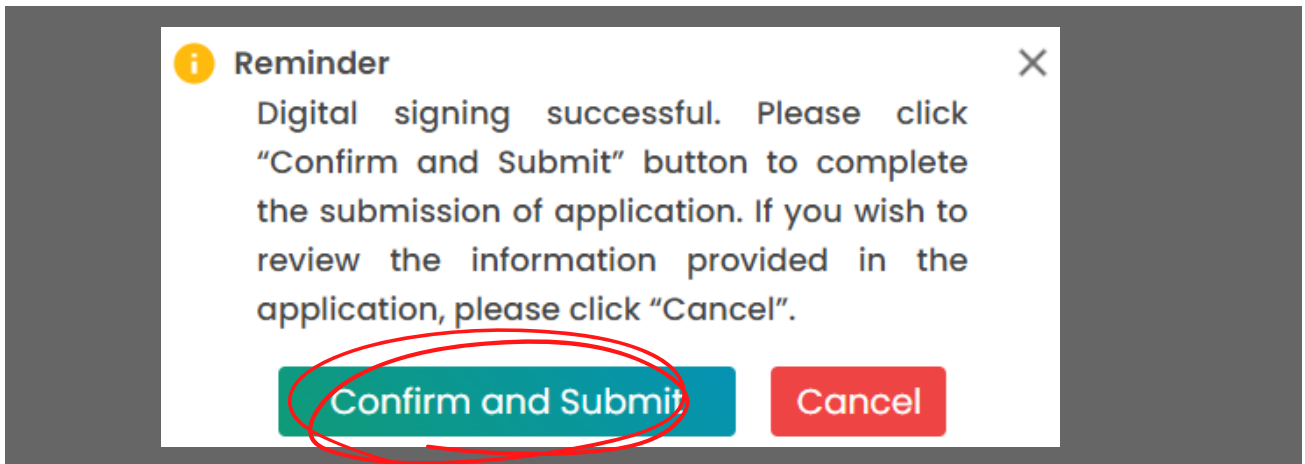
If you are going to sign digitally with the "iAM Smart" mobile app installed on the same mobile device, please note that in order to complete the application procedures on this e-Platform after digital signing, you should click the "Back to e-Services" button at the bottom of the "Document successfully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

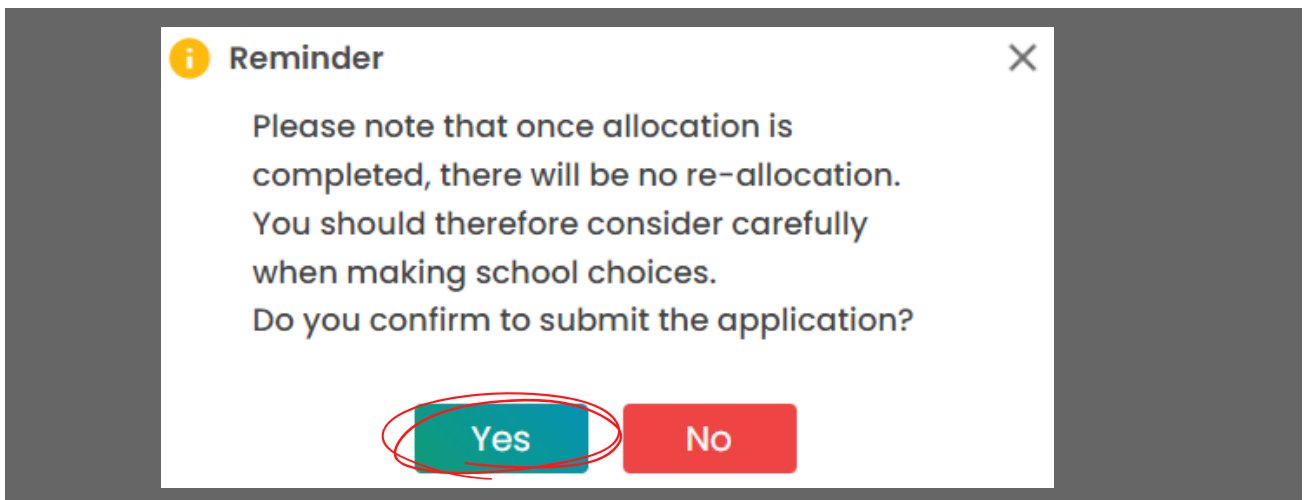
**Yes** **No**

**12 After signing digitally with "iAM Smart+", click "Confirm and Submit" to complete the submission of application.**

**i 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**



**i Reminder** ✕

Please note that once allocation is completed, there will be no re-allocation. You should therefore consider carefully when making school choices.

Do you confirm to submit the application?

**Yes** **No**



13 After signing digitally with "iAM Smart+", please click "Confirm and Submit" to complete the application procedures.

### Declaration

I now submit the Choice Form to the school for processing. I declare that I have read the Notes for Parents on Central Allocation and made the above choices at my own will.

I have read and fully understand the content of the Notes for Parents on Central Allocation and Personal Information Collection Statement of this Choice Form

Signature of Parent/Guardian

 Digitally Signed by SHEUNG FINE LOT



[More Info >](#)

Date and Time of Digital Signature: 15 April 2024 14:35

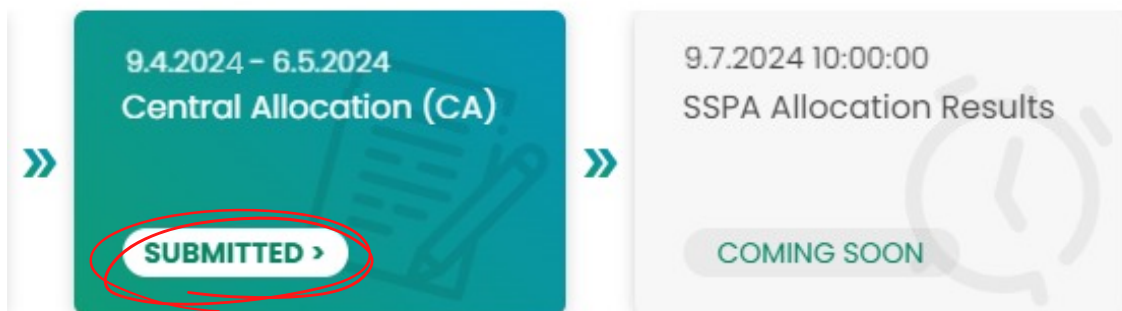
**Confirm and Submit**

14 The application status of the application successfully submitted will be shown as "Submitted". For applications successfully submitted, parents will also receive an acknowledgement email sent by the SSPA e-Platform. **If the application status is shown as "Apply Now", the application is not yet submitted.**

### Application History

Form Name	Status	Date Submitted
Secondary One Choice of Schools Form	<b>SUBMITTED</b>	15.4.2024 14:35:24

15 Select "SUBMITTED" under "Central Allocation" to review the application successfully submitted.



16 Click "SUBMITTED".

### Secondary One Choice of Schools Form

#### Application History

Form Name	Status	Date Submitted
Secondary One Choice of Schools Form	SUBMITTED	15.4.2024 14:35:24

17 Review/Print the application submission record.

### Application for Secondary One Choice of Schools

#### Submitted Record

Date Submitted 15.4.2024 14:35:24

 Print / Save

Submission Date and Time	15.4.2024 14:35:24
SSPA Cycle	2022/2024
<b>Student Information</b>	
Student Reference No.	80068629
Chinese Name of Student	常進步
English Name of Student	SHEUNG CHUN PO
Sex	MALE
Date of Birth	20.05.2012
Student's School Net	HK3 EASTERN DISTRICT
Primary School Attending	LUI KEE SCHOOL
Class	6A

#### Parent / Guardian Information

Name of Parent / Guardian SHEUNG FINE LOT

**Education Bureau**  
The Government of the Hong Kong Special Administrative Region

**eSSPA** SSPA e-Platform  
Secondary School Places Allocation (SSPA) 2021/2023

**Application for Secondary One Choice of Schools**

**Submitted Record**

Date Submitted 15.4.2024 14:35:24

Submission Date and Time	15.4.2024 14:35:24
SSPA Cycle	2022/2024
<b>Student Information</b>	
Student Reference No.	80068629
Name of Student	SHEUNG CHUN PO 常進步
Sex	MALE
Date of Birth	20.05.2012
Student's School Net	HK3 EASTERN DISTRICT
Primary School Attending	LUI KEE SCHOOL
Class	6A
<b>Parent / Guardian Information</b>	
Name of Parent / Guardian	SHEUNG FINE LOT
Email	
Home Address	XXXXXXXXXXXXXXXXXX
Contact Tel. No.	12345678
Mobile Phone No. to receive SMS message	
<b>Unrestricted School Choices</b>	
FIRST Choice	999 - KOWLOON CITY DISTRICT - LUI KEE SECONDARY SCHOOL 崑崙中學

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**For applications successfully submitted, parents will receive an acknowledgement Email issued by SSPA e-Platform.**

致常歡樂

學生常進步的中一派位選擇學校表格已成功經中一派位電子平台遞交。家長可以於中一派位電子平台內查閱及列印已成功遞交的申請紀錄。

如有查詢，請與子女就讀小學聯絡。

教育局學位分配組

(本電郵由電腦系統自動傳送，請勿回覆。)

Dear SHEUNG FINE LOT

The Secondary One Choice of Schools Form of the student SHEUNG CHUN PO is submitted via SSPA e-Platform. Parents may also view and print the application submission record on SSPA e-Platform.

For enquiries, please contact your child's attending primary school.

School Places Allocation Section, EDB

(This is an automated email, please do not reply.)