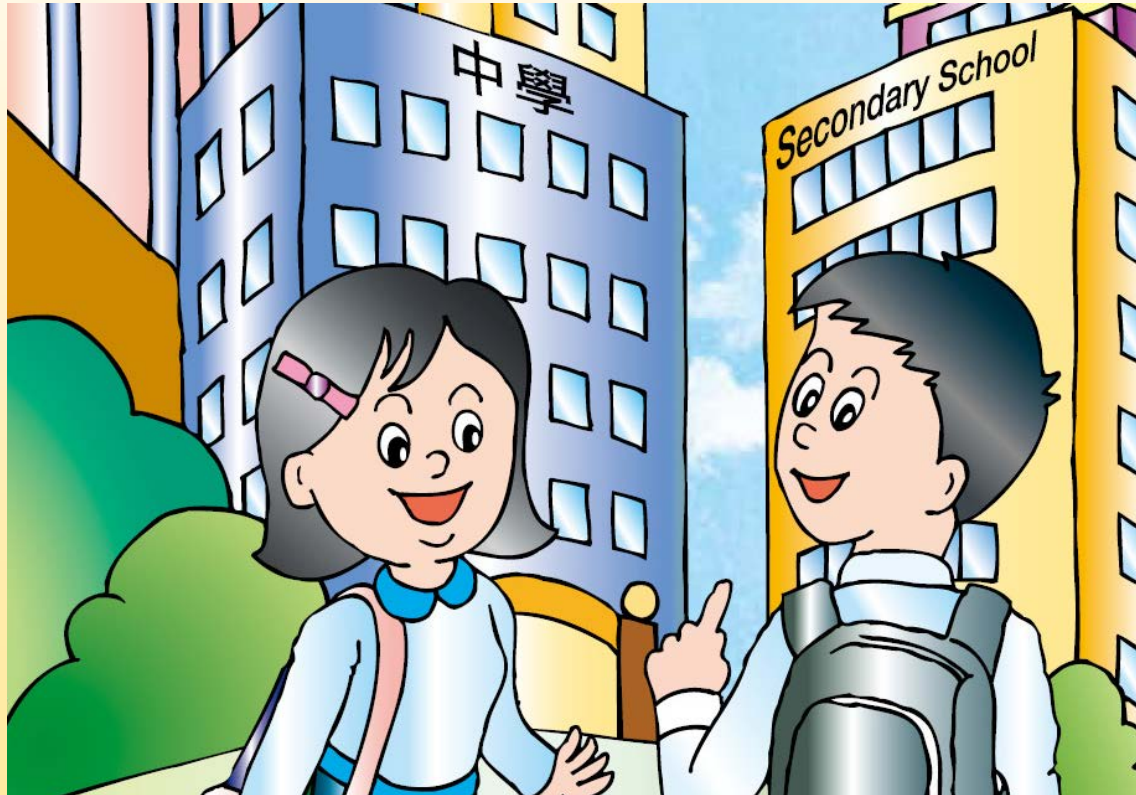


Secondary School Places Allocation (SSPA) System 2023/2025 Cycle



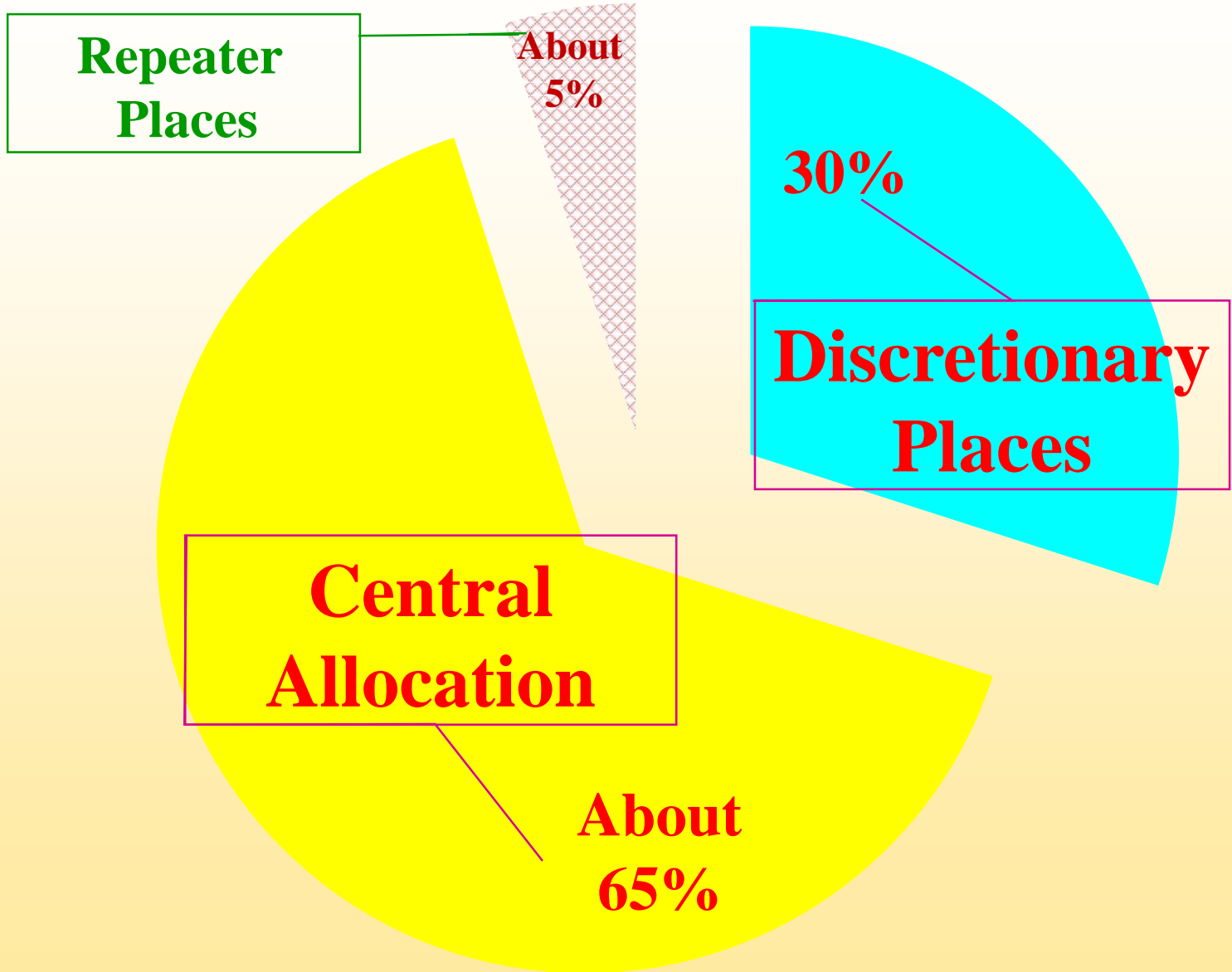
Eligibility for Participation

- Being a Hong Kong resident
 - ◆ Please refer to the EDB Circular on “Entry of Non-local Children and Children Holding a Form of Recognizance to Schools in Hong Kong” and verify that all participating students are eligible for receiving education in the public sector schools in Hong Kong
- Studying in a primary school participating in the SSPA System
- Never been allocated a Secondary 1 (S1) place

Two Stages

- Discretionary Places (DP)
- Central Allocation (CA)

Percentage of School Places



DP Stage

Parents

- Should not apply to more than two participating secondary schools, otherwise the DP applications of their child will be rendered void
- Application is not subject to restriction on districts
- Should fully consider all aspects of the school such as its educational philosophy, tradition, religion, admission criteria, class structure, development and operation, as well as their child's characteristics, personality, abilities and interests so as to make a suitable school choice

DP Stage

Secondary Schools

- Schools admit students according to their own admission criteria and weightings
- Criteria should be fair, just, open and educationally sound
- Schools may arrange interviews, but no written tests in any forms should be conducted, including the use of computer or questionnaires to assess the applicants' subject knowledge

DP Stage

EDB has implemented digitalisation of S1 admissions. For parents registered as SSPA e-Platform users who have bound their account to “iAM Smart+”, apart from the paper Application Form, they may submit DP applications via the SSPA e-Platform.

(a) Submit applications via the SSPA e-Platform

(b) Submit applications via paper Application Forms

Application for Secondary One Discretionary Places

Secondary One Discretionary Place
Order of School Preference 1 (First Choice) APPLY NOW

Secondary One Discretionary Place
Order of School Preference 2 (Second Choice) APPLY NOW

Parents should note that, regardless of whether the applications are submitted via the SSPA e-Platform or in paper Application Form, the applications, once submitted, cannot be retrieved or cancelled, and no change can be made to the order of school preference.

Education Bureau 教育局
 2023/2025

Secondary School Places Allocation (SSPA)
 中學學位分配 Secondary School Places Allocation (SSPA)

申請表格 Application Form
 (只供向參加中學學位分配辦法的中學申請用)
 Application Form for Secondary One Discretionary Place Only for Application to Schools Participating in SSPA

學生編號 Student Reference No. 申請編號 Application No.
 08234567 11747702 50008

學生姓名 Name of Student 梁敏婷 梁敏婷
 BEUNG CHEN PO 5A 梁敏婷

性別 Sex 女
 出生日期(日/月/年) Date of Birth (DD/MM/Y) 14/11/2013

就讀小學 Primary School Attending
 LIT KEE PRIMARY SCHOOL
 就讀小學 Primary School Attending

家長簽署 To be Completed by Parent
 申請中學名稱 Name of School Applied to

就中學名稱 For Secondary School Use Only
 學校名稱 School Name and Class

Education Bureau 教育局
 2023/2025

Secondary School Places Allocation (SSPA)
 中學學位分配 Secondary School Places Allocation (SSPA)

申請表格 Application Form
 (只供向參加中學學位分配辦法的中學申請用)
 Application Form for Secondary One Discretionary Place Only for Application to Schools Participating in SSPA

學生編號 Student Reference No. 申請編號 Application No.
 08234567 11747702 50008

學生姓名 Name of Student 梁敏婷 梁敏婷
 BEUNG CHEN PO 5A 梁敏婷

性別 Sex 女
 出生日期(日/月/年) Date of Birth (DD/MM/Y) 14/11/2013

就讀小學 Primary School Attending
 LIT KEE PRIMARY SCHOOL
 就讀小學 Primary School Attending

家長簽署 To be Completed by Parent
 申請中學名稱 Name of School Applied to

就中學名稱 For Secondary School Use Only
 學校名稱 School Name and Class

*This SSPA e-Platform user interface is for reference only, and may be subject to system development changes.

(a) Submit applications via the SSPA e-Platform

- For parents registered as SSPA e-Platform users and bound their account with “iAM Smart+”, apart from the paper Application Form, they may submit DP applications via the SSPA e-Platform
- Parents may log in the SSPA e-Platform with “iAM Smart+”, select “Apply Now” to enter the page for DP

The screenshot displays a horizontal sequence of four panels representing the application process flow:

- Panel 1 (Active):** Teal background with the text "DD.MM.YYYY - DD.MM.YYYY Discretionary Places (DP)" and a prominent "APPLY NOW >" button highlighted with a purple border.
- Panel 2:** Light grey background with the text "DD.MM.YYY - DD.MM.YYY Notifications for Successful Discretionary Places Applicants" and a "COMING SOON" button.
- Panel 3:** Light grey background with the text "DD.MM.YYY - DD.MM.YYY Central Allocation (CA)" and a "COMING SOON" button.
- Panel 4:** Light grey background with the text "DD.MM.YYYY 10:00:00 SSPA Allocation Results" and a "COMING SOON" button.

Double arrow symbols (») connect the panels from left to right. Below the flow, the interface includes sections for "Latest News & Updates" and "Useful Links".

- Select the order of school preference (viz. Order of School Preference 1 or Order of School Preference 2) for the secondary schools you intend to apply to

Application for Secondary One Discretionary Places

The screenshot shows two application options for Secondary One Discretionary Places. The first option is 'Order of School Preference 1 (First Choice)' with an 'APPLY NOW' button. The second option is 'Order of School Preference 2 (Second Choice)' with an 'APPLY NOW' button.

Parents should also that, regardless of whether the applications are submitted via the SSPA e-Platform or in paper Application Form, the applications, once submitted, cannot be retrieved or cancelled, and no change can be made to the order of school preference.

- Select/input the “Name of Secondary School Applied to”
- Fill in the contact information required by the school, including the correspondence address, contact telephone number and email address
- Upload a copy of the student’s identity document(s) (mandatory) for secondary school’s checking
- Upload documents required by the secondary school to the corresponding folders based on the document category (e.g. Completed School-based Application Form, Copies of Report Cards and Records of Certificates and Awards)

Order of School Preference 1 (First Choice)

Name of Secondary School Applied to
001 - Wan Chai District - LUI KEE SECONDARY SCHOOL

Contact information required by the school

Secondary school may contact parents on matters related to this DP application, e.g. interview arrangements (if applicable), notification for successful DP applicants (if applicable), etc.

Correspondence address
Contact telephone number
Email address

Student's Identity Document

Student's Identity Document

- ① Mandatory submission: Yes
- ① Maximum number of uploading files: 1

Choose File No file selected

School-based Application Form

School-based Application Form

- ① Mandatory submission: Yes
- ① Maximum number of uploading files: 1

Choose File No file selected

*This SSPA e-Platform user interface is for reference only, and may be subject to system development changes.

- Check that the “Name of Secondary School Applied to”, order of school preference and document(s) uploaded are accurate
- Acknowledge understanding of the “Points to Note on Application for Secondary One Discretionary Places” and the relevant “Personal Information Collection Statement” of EDB and the secondary school being applied to
- Confirm signing digitally with “iAM Smart+”
- After signing digitally with “iAM Smart+”, click “Confirm and Submit” and then “Yes” to complete the application procedures

Confirm and submit application

Application for Secondary One Discretionary Places

Student Reference No. 80084195
 Application No. 99999950
 Chinese Name of Student 常進步
 English Name of Student
 Sex
 Date of Birth (DD.MM.YYYY)
 Primary School Attending

Order of School Preference 1 (First Choice)

Name of Secondary School Applied to
 School Address

[Edit](#)

Contact information required by the school

Correspondence address
 Contact telephone number
 Email address

[Edit](#)

Others

[Edit](#)


Declaration

I now submit the Application Form to the school for processing. I declare that the information contained in this Application Form is true and correct to the best of my knowledge and belief.

I have read and fully understand the content of the Points to Note on Application for Secondary One Discretionary Places and Personal Information Collection Statement of this school.

I have read and fully understand the Personal Information Collection Statement on the website of the secondary school applied to.

Signature of Parent/Guardian

 **Signing with iAM Smart**

[More Info >](#)

Parents should note that once submitted, disregard in paper form or via the SSPA e-Platform, the applications cannot be retrieved or cancelled, and no change can be made to the order of school preference.

[Confirm and Submit](#)

*This SSPA e-Platform user interface is for reference only, and may be subject to system development changes.

- Check whether the application status for the application of the selected order of school preference has been changed to “Submitted” and the acknowledgement email issued by the SSPA e-Platform has been received

學生 [redacted] 的中一自行分配學位申請選校次序 1(首選)已成功經中一派位電子平台遞交。

如有查詢，請與申請中學或致電 2832 7740 或 2832 7700 與教育局學位分配組聯絡。

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 [redacted]

The Application for Secondary One Discretionary Places Order of School Preference 1 (First Choice) of the student [redacted] is submitted via SSPA e-Platform.

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

School Places Allocation Section, EDB

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

Application for Secondary One Discretionary Places

Points to Note on Application for Secondary One Discretionary Places

Order of School Preference	Status	Date Submitted
Order of School Preference 1 (First Choice)	SUBMITTED	DD.MM.YYY HH:MM:SS

Secondary One Discretionary Place
Order of School Preference 2 (Second Choice)

APPLY NOW

- Repeat the above procedures to submit an application for the other order of school preference

*This SSPA e-Platform user interface is for reference only, and may be subject to system development changes.

(b) Submit applications via paper Application Forms

Application Form for S1 Discretionary Place (Sample)

2023 / 2025 中一自行分配學位申請表 (只供向參加中學學位分配辦法的中學作申請用) Application Form for Secondary One Discretionary Place (Only for Application to Schools Participating in SSPA)			2023 / 2025 中一自行分配學位申請表 (只供向參加中學學位分配辦法的中學作申請用) Application Form for Secondary One Discretionary Place (Only for Application to Schools Participating in SSPA)			2023 / 2025 中一自行分配學位申請表 (只供向參加中學學位分配辦法的中學作申請用) Application Form for Secondary One Discretionary Place (Only for Application to Schools Participating in SSPA)			2023 / 2025 選校意願 (供申請中一自行分配學位用) School Preference (for S1 DP Application)		
M1234567	117477UZ	50008	M1234567	117477UZ	50008	M1234567	117477UZ	M1234567	117477UZ	M1234567	
學生編號 Student Reference No.	申請編號 Application No.	小學編號 PAU	學生編號 Student Reference No.	申請編號 Application No.	小學編號 PAU	學生編號 Student Reference No.	申請編號 Application No.	學生編號 Student Reference No.	申請編號 Application No.	學生編號 Student Reference No.	
SHEUNG CHUN PO	常進步	6A	SHEUNG CHUN PO	常進步	6A	SHEUNG CHUN PO	常進步	SHEUNG CHUN PO	常進步	SHEUNG CHUN PO	
學生姓名 Name of Student		班別 Class	學生姓名 Name of Student		班別 Class	學生姓名 Name of Student		學生姓名 Name of Student		學生姓名 Name of Student	
F	14/11/2013		F	14/11/2013		F	14/11/2013	F	14/11/2013	F	
性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)		性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)		性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)	性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)	性別 Sex	
LUI KEE PRIMARY SCHOOL			LUI KEE PRIMARY SCHOOL			LUI KEE PRIMARY SCHOOL		LUI KEE PRIMARY SCHOOL		LUI KEE PRIMARY SCHOOL	
就讀小學 Primary School Attending			就讀小學 Primary School Attending			就讀小學 Primary School Attending		就讀小學 Primary School Attending		就讀小學 Primary School Attending	
供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to			供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to			供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to			供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to		
供中學專用 For Secondary School Use Only 學校編號 School Code 學校名稱及蓋章 School Name and Chop			供中學專用 For Secondary School Use Only 學校編號 School Code 學校名稱及蓋章 School Name and Chop			供中學專用 For Secondary School Use Only 學校編號 School Code 學校名稱及蓋章 School Name and Chop			選校次序 Order of School Preference 1 第 1 選擇 FIRST CHOICE		

Two Application Forms for each student (Only applicable to application to participating secondary schools; Not applicable to application to non-participating secondary schools)

2023 / 2025 中一自行分配學位申請表 (只供向參加中學學位分配辦法的中學作申請用) Application Form for Secondary One Discretionary Place (Only for Application to Schools Participating in SSPA)			2023 / 2025 中一自行分配學位申請表 (只供向參加中學學位分配辦法的中學作申請用) Application Form for Secondary One Discretionary Place (Only for Application to Schools Participating in SSPA)			2023 / 2025 中一自行分配學位申請表 (只供向參加中學學位分配辦法的中學作申請用) Application Form for Secondary One Discretionary Place (Only for Application to Schools Participating in SSPA)			2023 / 2025 選校意願 (供申請中一自行分配學位用) School Preference (for S1 DP Application)		
M1234567	247063ZR	50008	M1234567	247063ZR	50008	M1234567	247063ZR	M1234567	247063ZR	M1234567	
學生編號 Student Reference No.	申請編號 Application No.	小學編號 PAU	學生編號 Student Reference No.	申請編號 Application No.	小學編號 PAU	學生編號 Student Reference No.	申請編號 Application No.	學生編號 Student Reference No.	申請編號 Application No.	學生編號 Student Reference No.	
SHEUNG CHUN PO	常進步	6A	SHEUNG CHUN PO	常進步	6A	SHEUNG CHUN PO	常進步	SHEUNG CHUN PO	常進步	SHEUNG CHUN PO	
學生姓名 Name of Student		班別 Class	學生姓名 Name of Student		班別 Class	學生姓名 Name of Student		學生姓名 Name of Student		學生姓名 Name of Student	
F	14/11/2013		F	14/11/2013		F	14/11/2013	F	14/11/2013	F	
性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)		性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)		性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)	性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)	性別 Sex	
LUI KEE PRIMARY SCHOOL			LUI KEE PRIMARY SCHOOL			LUI KEE PRIMARY SCHOOL		LUI KEE PRIMARY SCHOOL		LUI KEE PRIMARY SCHOOL	
就讀小學 Primary School Attending			就讀小學 Primary School Attending			就讀小學 Primary School Attending		就讀小學 Primary School Attending		就讀小學 Primary School Attending	
供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to			供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to			供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to			供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to		
供中學專用 For Secondary School Use Only 學校編號 School Code 學校名稱及蓋章 School Name and Chop			供中學專用 For Secondary School Use Only 學校編號 School Code 學校名稱及蓋章 School Name and Chop			供中學專用 For Secondary School Use Only 學校編號 School Code 學校名稱及蓋章 School Name and Chop			選校次序 Order of School Preference 2 第 2 選擇 SECOND CHOICE		

- Each Application Form is divided into four parts. Students' particulars are pre-printed in all parts

The image displays four versions of the 'Application Form for Secondary One Discretionary Place' for the 2023/2025 school year. Each form is pre-filled with the same student information: Student Reference No. MI234567, Application No. 117477UZ, Student Name SHEUNG CHEN PO, and Date of Birth 14/11/2013. The forms are color-coded and labeled as follows:

- EDB's Copy (Blue):** The top section is blue. The 'Name of School Applied to' field is circled in red and contains 'Lui Kee Secondary School'.
- School's Copy (Green):** The top section is green. The 'Name of School Applied to' field is circled in red and contains 'Lui Kee Secondary School'.
- Parent's Copy (Red):** The top section is red. The 'Name of School Applied to' field is circled in red and contains 'Lui Kee Secondary School'.
- Order of School Preference (Dark Red):** The top section is dark red. The 'Name of School Applied to' field is circled in red and contains 'Lui Kee Secondary School'. Below this, the 'Order of School Preference' section shows '1' as the 'FIRST CHOICE'.

Vertical arrows at the bottom point to each copy: a blue arrow for EDB's Copy, a green arrow for School's Copy, a red arrow for Parent's Copy, and a dark red arrow for Order of School Preference.

- Parents should write the name of the secondary school they wish to apply to according to their order of preference in all parts of the Application Form
- Method of submission: Must be submitted **in person** within the application period (**submission by mail will not be accepted**)
- Parents should tear off the part containing the order of preference before submitting the application (There is no need for parents to disclose their order of preference to the secondary schools they apply to)

- Parents should submit the Application Form (with the remaining three parts intact) in person directly to the secondary school, together with the related documents required by the secondary school (for example, the duly completed school-based application form). They should also produce the original of the student's identity document for verification by the secondary school
- After verifying and confirming that the student information is correct, the school will enter the school name and school code, and stamp the school chop in the spaces provided in each part of the Application Form
- Applicants will then be given the Parent's Copy as acknowledgement

由本局填寫 For Office Use ID C C_NO 2025		教育局存根 EDB's Copy
教育局 Education Bureau 中學學位分配 Secondary School Places Allocation (SSPA) 2023 / 2025		
中一自行分配學位申請表 (只供向參加中學學位分配辦法的中學作申請用) Application Form for Secondary One Discretionary Place (Only for Application to Schools Participating in SSPA)		
M1234567	247063ZR	50008
學生編號 Student Reference No.	申請編號 Application No.	小學編號 PAU
SHEUNG CHUN PO	常進步	6A
學生姓名 Name of Student	班別 Class	
F	14/11/2013	
性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)	
LUI KEE PRIMARY SCHOOL	就讀小學 Primary School Attending	
供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to Lui Kee Secondary School		
供中學專用 For Secondary School Use Only		
學校編號 School Code	學校名稱及蓋章 School Name and Chop	
001	呂祺中學 Lui Kee Secondary School	
LUI KEE SECONDARY SCHOOL		

教育局存根 EDB's Copy		學校存根 School's Copy
教育局 Education Bureau 中學學位分配 Secondary School Places Allocation (SSPA) 2023 / 2025		
中一自行分配學位申請表 (只供向參加中學學位分配辦法的中學作申請用) Application Form for Secondary One Discretionary Place (Only for Application to Schools Participating in SSPA)		
M1234567	247063ZR	50008
學生編號 Student Reference No.	申請編號 Application No.	小學編號 PAU
SHEUNG CHUN PO	常進步	6A
學生姓名 Name of Student	班別 Class	
F	14/11/2013	
性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)	
LUI KEE PRIMARY SCHOOL	就讀小學 Primary School Attending	
供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to Lui Kee Secondary School		
供中學專用 For Secondary School Use Only		
學校編號 School Code	學校名稱及蓋章 School Name and Chop	
001	呂祺中學 Lui Kee Secondary School	
LUI KEE SECONDARY SCHOOL		

家長存根 Parent's Copy		學校存根 School's Copy
教育局 Education Bureau 中學學位分配 Secondary School Places Allocation (SSPA) 2023 / 2025		
中一自行分配學位申請表 (只供向參加中學學位分配辦法的中學作申請用) Application Form for Secondary One Discretionary Place (Only for Application to Schools Participating in SSPA)		
M1234567	247063ZR	50008
學生編號 Student Reference No.	申請編號 Application No.	小學編號 PAU
SHEUNG CHUN PO	常進步	6A
學生姓名 Name of Student	班別 Class	
F	14/11/2013	
性別 Sex	出生日期(日/月/年) Date of Birth (D/M/Y)	
LUI KEE PRIMARY SCHOOL	就讀小學 Primary School Attending	
供家長填寫 To be Completed by Parent 申請中學名稱 Name of School Applied to Lui Kee Secondary School		
供中學專用 For Secondary School Use Only		
學校編號 School Code	學校名稱及蓋章 School Name and Chop	
001	呂祺中學 Lui Kee Secondary School	
LUI KEE SECONDARY SCHOOL		

Once submitted, the Application Form cannot be retrieved or cancelled and no change can be made to the order of school preference

Notes on Submission of Applications

- Parents **should not** submit duplicate applications via the SSPA e-Platform and in paper Application Form for the same child
- If parents submit duplicate applications (i.e. submitting applications bearing the same application number to the same secondary school via both the SSPA e-Platform and in paper Application Form), these applications **will be regarded as one application only**. Hence, duplicate applications will not increase the chance of a student being allocated to the school

Application Form for Secondary One Discretionary Place (Only for Application to School Participating in SSPA)

學生編號 Student Reference No.	M1234567
申請編號 Application No.	117477UZ
學生姓名 Name of Student	SHEUNG CHUN PO
性別 Sex	F
出生日期 (日/月/年) Date of Birth (D/M/Y)	14/11/2011
就讀小學 Primary School Attending	LUI KEE PRIMARY SCHOOL
家長填寫 To be Completed by Parent	申請中學名稱 Name of School Applied to
	Lui Kee Secondary School

Application for Secondary One Discretionary Places Order of School Preference I (First Choice)

Student Reference No.	M1234567
Application No.	117477UZ
Chinese Name of Student	常進步
English Name of Student	
Sex	14/11/2013
Date of Birth (DD.MM.YYYY)	14.11.2011
Primary School Attending	LUI KEE PRIMARY SCHOOL

1st Choice of School Preference

Name of Secondary School Applied to	001 - LUI KEE SECONDARY SCHOOL
-------------------------------------	--------------------------------

will be regarded as one application only

Notes on Submission of Applications

- Parents **should not** submit applications bearing the same application number to two different secondary schools via the SSPA e-Platform and in paper Application Form. Otherwise, the DP applications of their child **will be rendered void**

Application for Secondary One Discretionary Places
Order of School Preference 1 (First Choice)
(For Application to Schools Participating in the SSPA System only)

Student Reference No.	80084195
Application No.	99999950
Chinese Name of Student	常進步
English Name of Student	SHEUNG CHUN PO
Sex	MALE
Date of Birth (DD.MM.YYYY)	17.11.2013
Primary School Attending	LUI KEE SCHOOL

Order of School Preference 1 (First Choice)

Name of Secondary School Applied to
105 - CENTRAL & WESTERN DISTRICT - LUI KEE SECONDARY SCHOOL NO 2

**DP applications
will be
rendered void**

- Parents should note that regardless of whether the applications are submitted via the SSPA e-Platform or in paper Application Form, **the applications, once submitted, cannot be retrieved or cancelled, and no change can be made to the order of school preference**
- To efficiently handle the large number of applications, **each login session to the SSPA 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 submitting the application with retrieving the draft in a new login session

*This SSPA e-Platform user interface is for reference only, and may be subject to system development changes.

Arrangements for Notifying Successful DP Applicants

- All participating secondary schools are required to, after processing DP applications, **notify parents of successful applicants** of their children's inclusion in the **Successful Lists for Discretionary Places by letter and phone on 31 March 2025**
- These notification arrangements **are not applicable to reserve and unsuccessful** applicants
- The parents concerned **do not need to** reply to the secondary schools on whether they would accept the offers
- For parents registered as SSPA e-Platform users, they may also view the notifications for successful DP applicants via the SSPA e-Platform **starting from 10 a.m. on the same day**

Sample Notification Letter

Date

Dear Mr/Ms Name of Parent :

Application for Secondary One Discretionary Places

Thank you for applying for the discretionary places (DP) of our school in SSPA 2025 (for admission to Secondary 1 in September 2025). Our school has concluded all selection procedures for DP applications. We would like to inform you that your child (Name of student) has been selected as a successful DP applicant and hence included in the Successful Lists for Discretionary Places of our school. Please note that this notification may not be the final DP application results under SSPA. The school to which your child will eventually be allocated will be announced concurrently with Central Allocation result on 8 July. Parents do not need to reply to this notification.

For enquiries, please contact our staff (*or name of the designated staff member/teacher*) at (enquiry hotline of the school).

Yours sincerely,

Name of Principal

Name of Secondary School

Arrangements for Notifying Successful DP Applicants

- The notification arrangements are **administrative measures**. The prevailing SSPA mechanism and procedures **remain unchanged**
 - ◆ Parents do not have to disclose their order of school preference to the participating secondary schools
 - ◆ The applications, **once submitted, cannot be retrieved or cancelled, and no change can be made to the order of school preference**
 - ◆ All students who are allocated with DP will not be allocated other school places at the CA stage

Arrangements for Notifying Successful DP Applicants

- Based on the Successful Lists for Discretionary Places submitted by participating secondary schools, EDB will provide each participating primary school with its respective list of students notified as successful DP applicants in early April
(The list will not show the names of the secondary schools concerned and whether the students are selected as successful applicants by one or two secondary schools)
- All students will receive the SSPA **allocation results in July as usual**

Non-participating Direct Subsidy Scheme (NDSS) secondary schools

- Admission arrangements
 - ◆ without any restriction on admission timeframe and district
 - ◆ according to their school-based S1 admission arrangements
- The number of NDSS secondary schools that a student may apply to
 - ◆ no limit

NDSS secondary schools

- If parents decide to accept the offer of an S1 school place from one of the NDSS secondary schools
 - ◆ sign **the Parent's Undertaking**
 - ◆ submit **the original of the Primary 6 Student Record Form**



Give up any other subsidised S1 places
(Give up S1 places to be allocated through the SSPA System)

Arrangements for Notifying Successful DP Applicants

- If students notified by participating secondary schools as successful DP applicants have also been admitted by an NDSS secondary school, parents should decide whether to retain the school place of the NDSS secondary school **on or before 8 April 2025**

Arrangements for Notifying Successful DP Applicants

- If parents decide to **retain** the school place offered by the NDSS secondary school, they do not need to reply to the participating secondary schools on whether they would accept the offers. Their children will eventually be **allocated to the NDSS secondary school concerned** according to the existing SSPA mechanism
- The **DP** of the successful applicants concerned will be **forfeited**

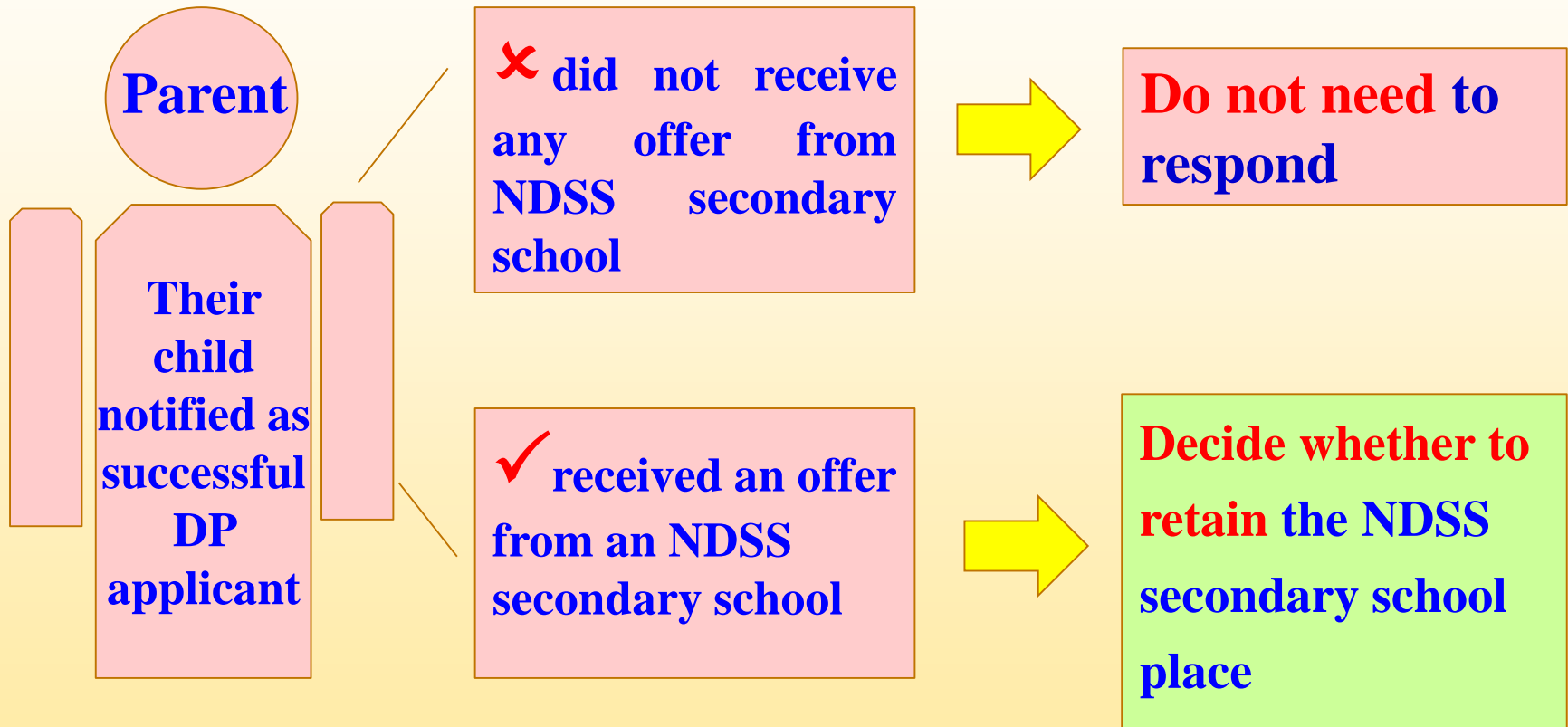
Arrangements for Notifying Successful DP Applicants

- If the parents concerned decide to **decline** the offer from the NDSS secondary school, they should notify the NDSS secondary school concerned and retrieve the signed Parent's Undertaking and the original of the Primary 6 Student Record Form **on or before 8 April 2025**
- Their children will eventually be **allocated with the DP in the participating secondary school** according to the existing SSPA mechanism

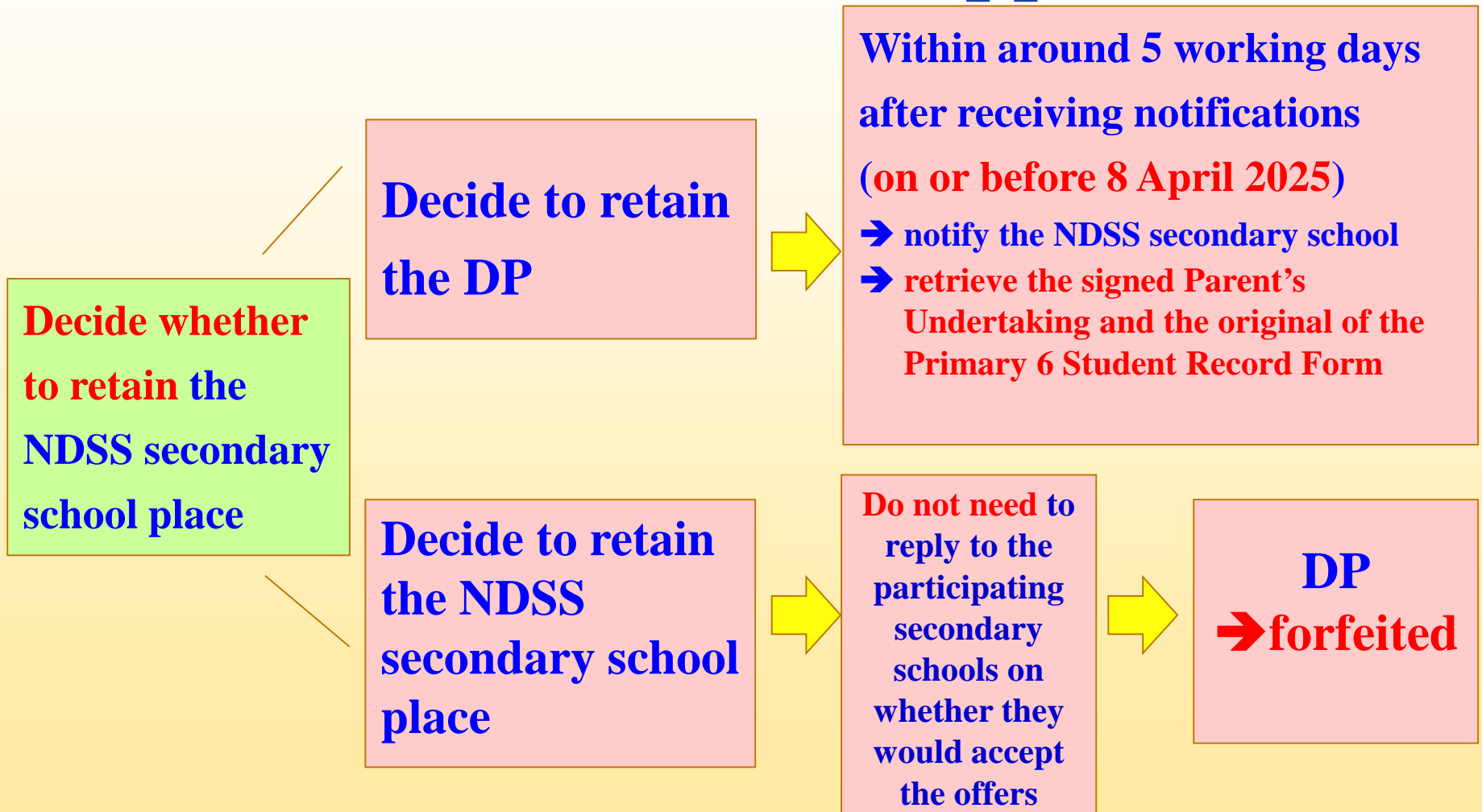
Arrangements for Notifying Successful DP Applicants

- NDSS secondary schools may admit other students in accordance with their waiting lists to fill the vacancies by late April
- NDSS secondary schools are required to complete all admission procedures by late April 2025 and submit their Successful Lists of Participating Students and copies of the signed Parent's Undertaking to EDB

Parent of a student **who is notified by participating secondary schools as a successful DP applicant**



Parent of a student **who is notified by participating secondary schools as a successful DP applicant**



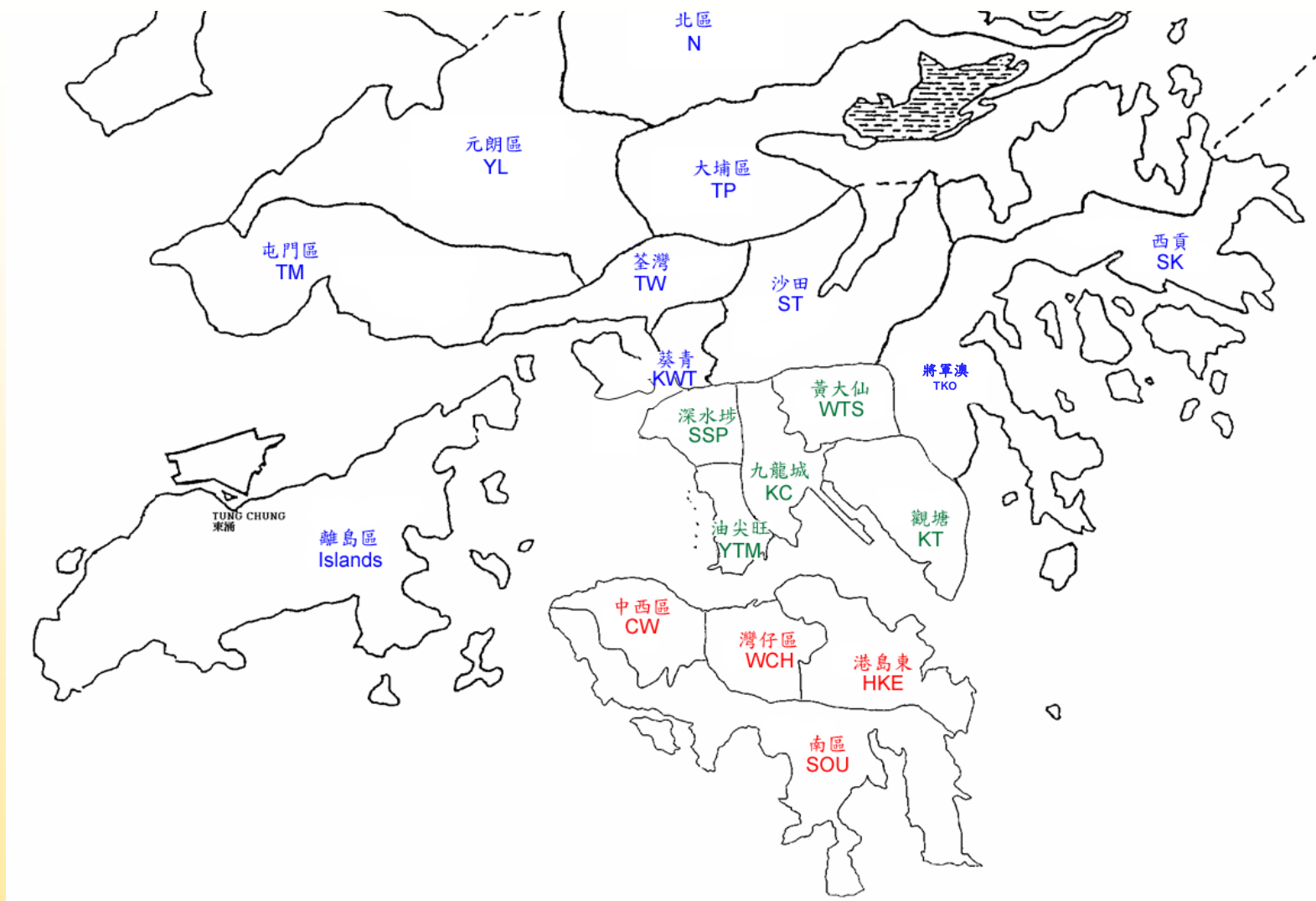
Allocation of DP

Parent	School	EDB
<p>ONE School Choice (Order of School Preference 1)</p> <p>OR</p> <p>TWO School Choices (Order of School Preference 1 & 2)</p>	<ul style="list-style-type: none"> ■ Successful/Reserve Lists for Discretionary Places by participating secondary schools ■ Successful Lists of Participating Students by NDSS secondary schools 	<p>If students are not on the Successful Lists of Participating Students:</p> <ul style="list-style-type: none"> ■ Matching of the parent's preference against the school's Successful/Reserve Lists for Discretionary Places ■ Allocation will be based on the parent's order of preference

CA Stage

- After the deduction of repeater and discretionary places, the remaining places in a secondary school are used for CA:
 - ◆ **10%** for **Part A** Unrestricted School Choices (choose one to three schools from any school nets, including the student's own net)
 - ◆ **90%** for **Part B** Restricted School Choices (choose a maximum of 30 schools from the student's own net)

Demarcation of School Nets

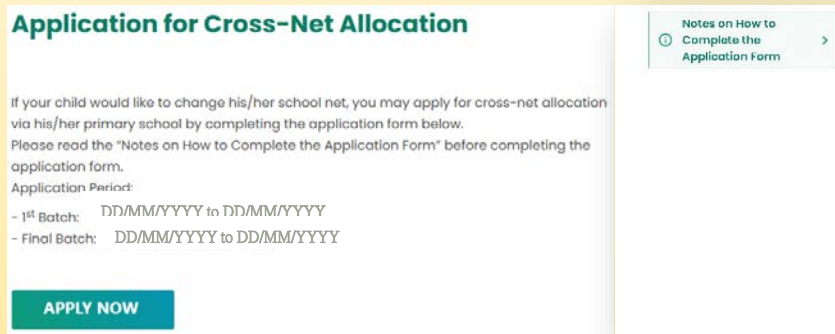


In line with the district administration boundaries, the whole territory is divided into 18 school nets for the allocation of places in Part B (Restricted School Choices) of CA. In principle, the school net to which a student belongs is determined by the physical location of the primary school he/she attends.

Application for Cross-net Allocation

- If there is a genuine need for a student, with special reasons, to change school net, parents may submit an application for cross-net allocation together with relevant proof documents to EDB through the primary school **before late February 2025**
- A successful applicant will participate in Part B of CA in the new school net for which he/she is approved
- For parents registered as SSPA e-Platform users who have bound their account to “iAM Smart+”, apart from the paper Application Form, they may submit application for cross-net allocation via the SSPA e-Platform

(a) Submit applications via the SSPA e-Platform



(b) Submit applications via paper Application Forms

The screenshot shows the '2023/2025 Secondary School Places Allocation - Application Form for Cross-Net Allocation'. It is a detailed form with multiple sections for student and parent information, reasons for applying, and contact details. The form is titled '2023/2025 年度中學學位分配 Secondary School Places Allocation - 2023/2025 跨網派位申請表格 Application Form for Cross-Net Allocation'. It includes fields for student name, class, parent/guardian name, relationship, and reasons for applying. There are also checkboxes for whether the student has applied for discretionary places and whether the parent/guardian has made a consultation letter. The form is to be submitted to the Headmaster/Headmistress of the primary school.

*This SSPA e-Platform user interface is for reference only, and may be subject to system development changes.

(a) Submit application via the SSPA e-Platform

- For parents registered as SSPA e-Platform users and bound their account with “iAM Smart+”, apart from the paper application form, they may submit application for cross-net allocation via the SSPA e-Platform
- After logging in with “iAM Smart+”, parents may select “Application for Cross-net Allocation” on the left, and select “Apply Now” to enter the page for Application for Cross-net Allocation

Application for Cross-Net Allocation

If your child would like to change his/her school net, you may apply for cross-net allocation via his/her primary school by completing the application form below. Please read the “Notes on How to Complete the Application Form” before completing the application form.

Application Period:

- 1st Batch: DD/MM/YYYY to DD/MM/YYYY

- Final Batch: DD/MM/YYYY to DD/MM/YYYY

APPLY NOW

Notes on How to Complete the Application Form >

- Fill in applicant information
- Fill in the application form and upload the supporting documents
 - ◆ Reason for applying cross-net allocation
 - ◆ Residential address of student when studying at S1
 - ◆ District applied for (CA)

- Fill in the application form and upload the supporting documents
 - ◆ Whether to cancel the discretionary place application(s) that the student has applied
(If parents wish to cancel the discretionary place application(s) submitted earlier, please input/select the School Name(s), and tick the discretionary place application(s) that you wish to cancel.)
 - ◆ Upload a copy of the cancellation letter(s) for the discretionary place application(s) you submitted to the secondary school(s)

Whether to cancel the discretionary place application(s) that the student has applied.

Yes No Not Applicable

Upload Supporting Documents

Upload soft copy of any Hong Kong residential address proof, and other related documents (including discretion place application cancellation letter(s), if any) for school's vetting.

- ① Allow maximum 5mb of total files upload for Cross-net Applications
- ① Accept PDF and Image file only

 No file selected

■ Check the application information and confirm signing digitally with “iAM Smart+”

Application for Cross-Net Allocation

1 Personal Information 2 Cross-Net Information 3 Confirmation

To: Headmaster / Headmistress

Student Information

Student Reference No: 80068636
 Name of Student: SHEUNG CHUN PO
 學生姓名: 常進步
 Sex: FEMALE
 Primary School Attending: NORTH POINT GOVT PRI SCH (CLOUD VIEW RD)
 Class: 6A

Applicant Information

Name of Parent or Guardian (Applicant): SHEUNG FINE LOT
 Relationship: Father
 Contact Tel. No.: 81234567

[Edit](#)

Cross-Net Information

Reason for applying cross-net allocation: 456
 Residential Address of Student when studying at SI: fcsd@fcs
 District applied for (Central Allocation): CENTRAL & WESTERN DISTRICT
 Whether to cancel the discretionary place application(s) that the student has applied: Not Applicable

Uploaded Supporting Documents

SSPA e-Platform (Primary Schools).pdf
[Edit](#)

Declaration

I now submit the application form with copies of relevant proof documents to the school for onward transmission to the Education Bureau for processing. To the best of my knowledge and belief, the information contained in this form is true and correct.

Signature of Parent/Guardian: **Signing with iAM Smart**

I have read and acknowledged the Notes on How to Complete the Application Form and Personal Information Collection Statement

[Confirm and Submit](#)

■ Check whether the application status for the application has been changed to “Submitted” and the acknowledgement email issued by the SSPA e-Platform has been received

致 [REDACTED]

學生 [REDACTED] 的跨網派位申請已成功經中一派位電子平台遞交。

如有查詢，請與子女教讀小學聯絡。

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 [REDACTED]

The Application for Cross-Net Allocation of the student [REDACTED] is submitted via 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.)

Application for Cross-Net Allocation

Application History

Form Name	Status	Date Submitted
Application for Cross-Net Allocation	SUBMITTED	DD/MM/YY HH:MM:SS

If your child would like to change his/her school net, you may apply for cross-net allocation via his/her primary school by completing the application form below. Please read the "Notes on How to Complete the Application Form" before completing the application form.

Application Period:

- 1st Batch: DD/MM/YYYY to DD/MM/YYYY
 - Final Batch: DD/MM/YYYY to DD/MM/YYYY

Notes on Submission of Applications

- Parents **should not** submit duplicate applications via the SSPA e-Platform and in paper Application Form for the same child
- Parents should note that once the application for cross-net allocation is approved, it is **irrevocable**
- Acceptable Hong Kong residential address proof documents include stamped tenancy agreement, demand note for rates and/or government rent, tenancy agreement or tenant's rent card issued by the public housing authorities, residential telephone/ home broadband bill, and the bills from various utility companies, like Towngas, power companies, Water Supplies Department, etc. Other documents such as bank's statements, mobile phone bills, court summons and tax demand notes will not be accepted
- The name and address of the parent (i.e. the payee) must be printed on the Hong Kong residential address proof document
- To efficiently handle the large number of applications, **each login session to the SSPA 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 submitting the application by retrieving the draft in a new login session

School Choices Within the Net

- To ensure all the nets have sufficient places to meet the demand for CA, each school net comprises:
 - ◆ **all** participating secondary schools located in their **own district**; and
 - ◆ **a number of** participating secondary schools in **other districts** *
- * the number of secondary schools and school places provided from other districts **may vary from year to year** according to the demand and supply situation

CA Stage

- For parents registered as SSPA e-Platform users who have bound their account to “iAM Smart +”, apart from the paper Choice Form, they may submit CA application to the attending primary school via the SSPA e-Platform

(a) Submit applications via the SSPA e-Platform

(b) Submit applications via paper Choice Forms

Secondary One Choice of Schools Form


The CA stage is divided into two parts:

Part A “Unrestricted School Choices”: for parents to choose a maximum of three secondary schools from any school nets (including students school net);

Part B “Restricted School Choices”: for parents to choose a maximum of 30 secondary schools from the student’s school net.

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 2025

Secondary One Choice of Schools

Apply Now

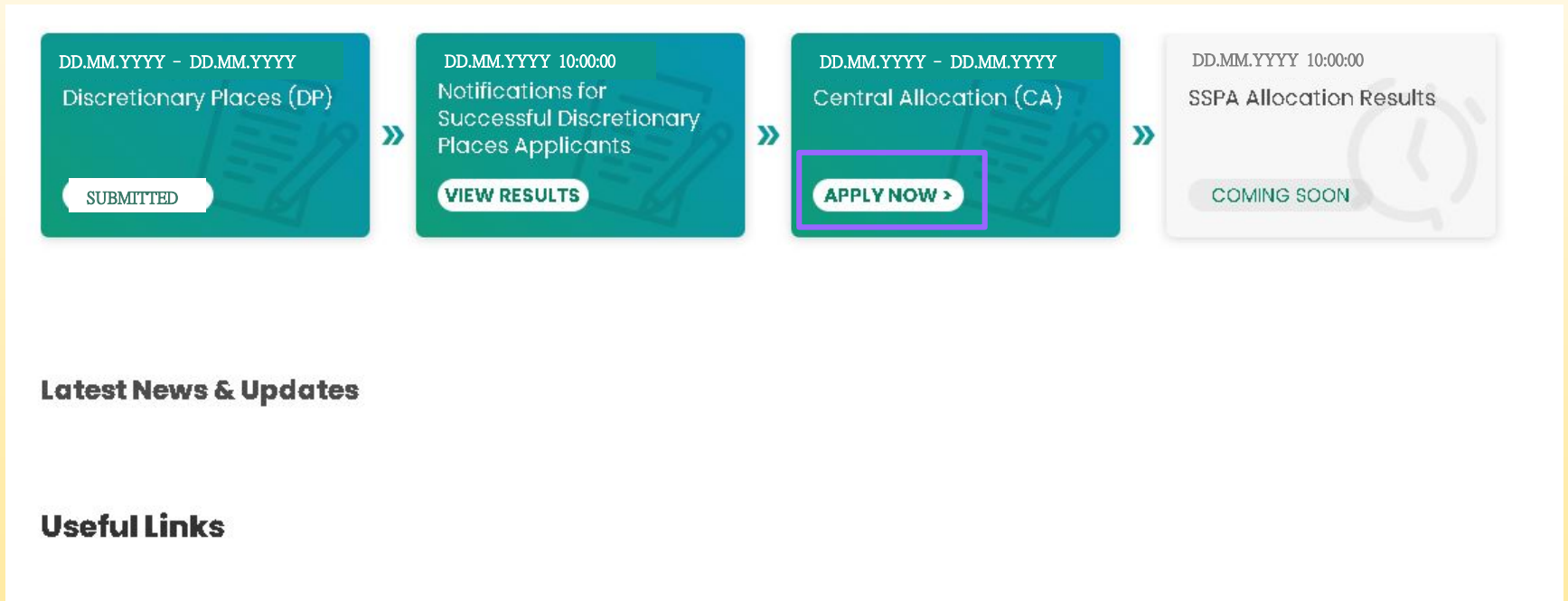
The image shows a detailed paper form for the Secondary One Choice of Schools Allocation. It includes the following sections:

- Header:** 教育局 EDUCATION BUREAU, 年度中學學位分配 SECONDARY SCHOOL PLACES ALLOCATION, 中一派位選擇學校表格 Secondary One Choice of Schools Form.
- Form Fields:** 學生編號 (Student Reference No.), 學生姓名 (Name of Student), 就讀小學 (Primary School Attending), 性別 (Sex), 班別 (Class).
- Instructions:** 請在以下其中一個表格內填上「X」號 (Please tick one of the boxes below). Includes checkboxes for unrestricted and restricted school choices.
- Part A (Unrestricted School Choices):** 甲部 Part A. 不受學校網限制學校選擇 (Unrestricted School Choices). Includes instructions to refer to the 'Handbook for Unrestricted School Choices' and a table for school codes (School Code, School Name, School Code).
- Part B (Restricted School Choices):** 乙部 Part B. 按學校網限制學校選擇 (Restricted School Choices). Includes instructions to refer to the 'Secondary School List' and a table for school codes (School Code, School Name, School Code).
- Footer:** 本人聲明 (Declaration), 家長/守門人簽署 (Signature of Parent/Guardian), 聯絡電話 (Contact Tel. No.), 日期 (Date), 住址 (Home Address).

*This SSPA e-Platform user interface is for reference only, and may be subject to system development changes.

(a) Submit applications via the SSPA e-Platform

- For parents registered as SSPA e-Platform users who have bound their account to “iAM Smart +”, apart from the paper Choice Form, they may submit CA application to the attending primary school via the SSPA e-Platform
- Parents may log in the SSPA e-Platform with “iAM Smart+”, select “Apply Now” to enter the page for CA



■ Fill in the information of parent/guardian

Parent / Guardian Information

Name of Parent / Guardian
SHEUNG FINE LOT

Email
[Empty field]

Home Address
[Empty field]

Contact Tel. No.
[Empty field]

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
[Empty field]

■ Select whether you have to fill in the parts on school choices according to your child's circumstances

Not notified as successful DP applicant

Notified as successful DP applicant/Admitted by NDSS secondary school

Not participating in SSPA System

Apply for Central Allocation

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)

*This SSPA e-Platform user interface is for reference only, and may be subject to system development changes.

Select Part A – Unrestricted School Choices

Part A – Unrestricted School Choices

Student's School Net: Wan Chai 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

SECOND Choice Not Applicable

THIRD Choice Not Applicable

Search by School Code or School Name

Enter the School Code or keyword of the School Name

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

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

Add the school to Choice

HONG KONG SECONDARY SCHOOL

香港中學

School Net: XX DISTRICT

School Type: CO-EDUCATIONAL

Finance Type: GOVERNMENT

Religion: NOT APPLICABLE

Planned S1 Places for all Nets: 7

School Code: 999

Add to Choice

Select Part B – Restricted School Choices

Part B – Restricted School Choices

Student's School Net: Wan Chai 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 Search by School Code or School Name

2 Search by School Code or School Name

3 Search by School Code or School Name

Enter the School Code or keyword of the School Name

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

School Net: Wan Chai District

School Code:

Name of School:

School Type: Please Select

Finance Type: Please Select

Religion: Please Select

Search

Reset

Add the school to Choice

LUI KEE SECONDARY SCHOOL

呂祺中學

School Net: WANCHAI DISTRICT

School Type: CO-EDUCATIONAL

Finance Type: GOVERNMENT

Religion: NOT APPLICABLE

Planned S1 Places for this Net: 75

Open places: 75

Feeder / Nominated Places

School Code: 001

Add to Choice

(b) Submit applications via paper Choice Forms

- Should complete and submit the **Secondary One Choice of Schools Form** to EDB in early May through the primary school irrespective of whether application for DP has been made
- Select whether you have to fill in the parts on school choices according to your child's circumstances

- Not notified as successful DP applicant
- Notified as successful DP applicant/Admitted by NDSS secondary school
- Not participating in SSPA System

The form is titled 'EDUCATION BUREAU SECONDARY SCHOOL PLACES ALLOCATION Form C' and includes fields for student reference number, name, sex, class, and primary school. It contains instructions for parents to fill in school choices based on their child's status. Part A is for unrestricted choices, and Part B is for restricted choices. The form also includes a table for ranking school preferences from 1 to 30.

(b) Submit applications via paper Choice Forms

Secondary One Choice of Schools Form (Sample)

Part A - Unrestricted School Choices

(Refer to the Handbook for Unrestricted School Choices, choose a maximum of 3 schools)

Part B - Restricted School Choices

(Refer to the Secondary School List of the student's own net, choose a maximum of 30 schools)

教育局
EDUCATION BUREAU
年度中學學位分配
SECONDARY SCHOOL PLACES ALLOCATION
中一學位選擇學校表格
Secondary One Choice of Schools Form
填寫本表格時請參閱家長存根冊內的注意事項
Please read the Points to Note on back of the Parent Copy

教育局存根
EDU Copy
For Office Use
ID: C
PAU

學生編號
Student Reference No.

學生姓名
Name of Student _____ 性別 Sex _____ 班別 Class _____

就讀小學
Primary School Attending _____

請在以下其中一個表格內填上「X」號： Please tick one of the boxes below:

需要填此表格(請填此表格甲部及乙部的學校選擇)
I have to tick this table (Please tick in the table below in Part A and Part B on this form)

不需要填此表格(若學生已獲分配中一學位或為自行分配學位學生，或已獲原中學或小學中一學位或在現就讀中學中一學位(新加坡或海外))
Do NOT need to tick table below (if student has been notified or successful in Secondary Places Allocation or has been admitted by School Choice List Code or Direct Entry Scheme secondary school not participating in the Secondary School Places Allocation System (including participating in Central Allocation))

不需要填此表格(若學生已獲分配中一學位(在申請表格中自行填外)) (新加坡或海外)
Do NOT need to tick table below (if student has been notified or successful in Secondary School Places Allocation System (for example, the student will study in a school in the Secondary School Places Allocation System))

甲部 Part A 不受學校限制的学校選擇 Unrestricted School Choices
任何學校網的学校，包括學生所屬學校網。請參閱《不受學校限制的学校選擇手冊》，並在表格的優先次序項上學校編號。填寫會先處理甲部的學校選擇。
All forms submitted by students are processed in order of preference. Please refer to the "Handbook for Unrestricted School Choices" and enter below the School Codes in order of preference. The school choices in Part A will be processed first.

第一選擇 First Choice	第二選擇 Second Choice	第三選擇 Third Choice
學校編號 School Code	學校編號 School Code	學校編號 School Code

乙部 Part B 按學校網的学校選擇 Restricted School Choices
請參閱學生所屬學校網的《中學一書表》，並在表格的優先次序項上填上該網內的學校編號。學生如未獲分配甲部或乙部的學校，將會獲分配甲部的學校。
Please refer to the "Secondary School List" and enter below 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.

選擇次序 Order of Preference	1	2	3	4	5	6	7	8	9	10
學校編號 School Code										
選擇次序 Order of Preference	11	12	13	14	15	16	17	18	19	20
學校編號 School Code										
選擇次序 Order of Preference	21	22	23	24	25	26	27	28	29	30
學校編號 School Code										

本人同意，我的資料將被教育局(統一通訊系統)使用以作資料處理。 I consent that my data will be used by the Education Bureau as follows: as reference of effectiveness of the system and data processing. My school places available to which one I wish to be allocated will be as follows:

家長/監護人簽署
Signature of Parent/Guardian _____ 聯絡電話
Contact Tel. No. _____ 日期
Date _____

家長/監護人姓名 (請用正楷填寫)
Name of Parent/Guardian (in BLOCK Letters) _____

住址
Home Address _____

- **CAN** repeat the same school choice in both Part A and Part B if it is in the student's own net
- **DO NOT** make repeated choices in the same part
- **DO NOT** choose only a few favourite schools in Part B. This will not increase the chance of the student being allocated to the school(s)

Parents of students who **have been notified** as successful applicants

- Will receive the Secondary One Choice of Schools Forms and the relevant Secondary School Lists for the CA stage in April
- Parents **do not need** to make school choices
- Parents only have to tick the respective item, cross out the parts on school choices, and sign on the paper Choice Form after filling in contact information

請在以下其中一個空格內填上✓號： Please tick **one** of the boxes below:

需要填寫學校部分 (請填寫本表格甲部及乙部的學校選擇)
Make school choices (Please fill in the school choices in Part A and Part B on this form)

不需要填寫學校部分。因學生已獲參加派位中學通知為自行分配學位正取學生，或已獲賽馬會體藝中學或不參加派位的直接資助計劃中學錄取 (即放棄參加統一派位)
Do NOT need to make school choices as the student has been notified as successful Discretionary Places applicant, or has been admitted by Topup/Third-Party/College/Other School/Schools (see Appendix 1 on not participating in the Secondary School Places Allocation System) (i.e. give up participating in Central Allocation)

不需要透過中學學位分配辦法獲分配資助中一學位 (例如學生將於中國內地升學) (即放棄參加派位)
Do NOT need to be allocated a subsidised Secondary 1 place through the Secondary School Places Allocation System (for example, the student will study in Mainland China) (i.e. give up participating in the Secondary School Places Allocation System)

~~甲部 Part A 不受學校網限制的學校選擇 Unrestricted School Choices~~
 在學校網的學校，包括學生所屬學校網。請參閱《不受學校網限制選校手冊》，並依選擇的優先次序填上學校編號。電腦會先處理甲部的學校選擇。
 ANY school lists, including the student's school net. Please refer to the "Handbook for Unrestricted School Choices" and enter below the school codes in order of preference. The school choices in Part A will be processed first.

第一選擇 First Choice	第二選擇 Second Choice	第三選擇 Third Choice
學校編號 School Code	學校編號 School Code	學校編號 School Code

乙部 Part B 按學校網的學校選擇 Restricted School Choices

學生所屬學校網
 Student's School Net

請參閱學生所屬學校網的《中學一覽表》，並依選擇的優先次序填上網內的學校編號。學生如未獲分配甲部選擇的學校，電腦便會處理乙部的學校選擇。
 Please refer to the "Secondary School List" and enter below 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.

選擇次序 Order of Preference	1	2	3	4	5	6	7	8	9	10
學校編號 School Code										
選擇次序 Order of Preference	11	12	13	14	15	16	17	18	19	20
學校編號 School Code										
選擇次序 Order of Preference	21	22	23	24	25	26	27	28	29	30
學校編號 School Code										

本人聲明，表內所填的學校為本人閱讀《統一派位家長須知》後自願填寫的。 I certify that I have read the "Notes for Parents on Central Allocation" and I have made the above choices at my own will.

本人同意教育局透過電話短訊形式(SMS)通知學生的派位結果予本人。本人可接收 SMS 的手機號碼請填寫在右邊的方格內；(如不同意接收 SMS 請留空此方格)。 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 on the right (please leave the box blank if you do not wish to receive SMS).

家長/監護人簽署
 Signature of Parent/Guardian *KKK* 聯絡電話
 Contact Tel. No. **9876 XXXX** 日期
 Date **XX/XX/2025**

家長/監護人姓名 (請用正楷填寫)
 Name of Parent/Guardian (In BLOCK Letters) **XXX**

住址
 Home Address **Flat XX, XX Floor, XX Building, XX Road, HK**

EDB 140 90/30

Parents of students who **have not been notified** as successful applicants

- Need to **fill out the Secondary One Choice of Schools Forms** for their children to participate in the CA stage in April

教育局
EDUCATION BUREAU
2023/2025 年度中學學位分配
SECONDARY SCHOOL PLACES ALLOCATION 2023/2025
中一 派位 選擇 學校 表格
Secondary One Choice of Schools Form
填寫本表格前請參閱家長存根頁的注意事項
Please read the Points to Note overleaf of the Parent Copy

教育局存根
EDB Copy
For Office Use
ID C
PAU 50008

學生編號 Student Reference No. M1234567
學生姓名 Name of Student SHEUNG CHUN PO 性別 Sex F 班別 Class 6A
就讀小學 Primary School Attending LUI KEE SECONDARY SCHOOL

請在以下其中一個空格內填上 ✓ 號： Please tick one of the boxes below:

需要填寫表格部分 (請填寫本表格甲部及乙部的學校選擇)
Make school choices (Please fill in the school choices in Part A and Part B on this form)

不需填寫表格部分 (即放棄參加統一派位)
Do NOT need to make school choices as the student has been notified as successful Discretionary Places applicant, or has been admitted by Jockey Club 134 College or Direct Subsidy Scheme secondary schools not participating in the Secondary School Places Allocation System (i.e. give up participating in Central Allocation)

不需填透過中學學位分配法獲分配資助中一學位 (例如學生將於中國內地升學) (即放棄參加派位)
Do NOT need to be allocated a subsidised Secondary 1 place through the Secondary School Places Allocation System (for example, the student will study in Mainland China) (i.e. give up participating in the Secondary School Places Allocation System)

甲部 Part A 不受學校網限制的學校選擇 Unrestricted School Choices
在位學校網的學校, 包括學生所屬學校網。請參閱《不受學校網限制選校手冊》, 並依選擇的優先次序填上學校編號。電腦會先處理甲部的學校選擇。
ANY school nets, including the student's school net. Please refer to the "Handbook for Unrestricted School Choices" and enter below the School Codes in order of preference. The school choices in Part A will be processed first.


第一選擇 First Choice 第二選擇 Second Choice 第三選擇 Third Choice
學校編號 School Code XXXX School Code XXXX School Code XXXX

乙部 Part B 按學校網的學校選擇 Restricted School Choices 學生所屬學校網 Student's School Net HK2

請參閱學生所屬學校網的《中學一覽表》, 並依選擇的優先次序填上網內的學校編號。學生如未獲分配甲部選擇的學校, 電腦會處理乙部的學校選擇。
Please refer to the "Secondary School List" and enter below 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.

選擇次序 Order of Preference	1	2	3	4	5	6	7	8	9	10
學校編號 School Code	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
選擇次序 Order of Preference	11	12	13	14	15	16	17	18	19	20
學校編號 School Code	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
選擇次序 Order of Preference	21	22	23	24	25	26	27	28	29	30
學校編號 School Code	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX

本人聲明: 我所填的學校為本人閱讀(統一派位家長須知)後自願填的; I certify that I have read the "Notes for Parents on Central Allocation" and I have made the above choices at my own will.
本人同意教育局透過電話短訊(SMS)通知我的排位結果予本人。本人可接收 SMS 的手機電話號碼已填寫在右邊的方格內(如不再接收 SMS 請留在此方格)。 Consent is given for the Education Bureau to inform me of the allocation results of the student via SMS messages. My mobile phone number which can receive SMS is provided in the box on the right (please leave the box blank if you do not wish to receive SMS)

家長/監護人簽署 Signature of Parent/Guardian  聯絡電話 Contact Tel. No. 9876 XXXX 日期 Date XX/XX/2025
家長/監護人姓名 (請用正楷填寫) Name of Parent/Guardian (In BLOCK Letters) XXXX
住址 Home Address Flat XX, XX Floor, XX Building, XX Road, HK

Notes on Submission of Applications

- Parents **should not** submit duplicate applications via the SSPA e-Platform and in paper Application Form for the same child
- To efficiently handle the large number of applications, **each login session to the SSPA 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 submitting the application by retrieving the draft in a new login session

Criteria for Central Allocation

Part A

Unrestricted School Choices

- Student's Allocation Band*
(Territory Band)
- Parental Choice of Schools
(a maximum of 3)
- Random Number #

Part B

Restricted School Choices

- Student's Allocation Band*
(Net Band)
- Parental Choice of Schools
(a maximum of 30)
- Random Number #

* **Allocation Band:** Under the allocation process of SSPA, students' standardised internal assessment results at the end of P5, and both in mid-year and at the end of P6 are scaled, then divided equally into 3 allocation bands with a view to determining the order of allocation

Random Number: It is used to determine the order of allocation within the same allocation band. If the demand for school places of a certain secondary school exceeds the supply, the student possessing a smaller random number will be allocated a place first
(Every student bears the same random number for both Part A & B)

Subjects included in the Internal Assessments (IA) for submission of scores by primary schools

- Chinese Language, English Language, Mathematics, General Studies, Visual Arts, Music

- Subject weighting:

<u>Subject</u>	<u>Weighting</u>	<u>Subject</u>	<u>Weighting</u>
Chinese Language	9	English Language	9
Mathematics	9	General Studies	6
Visual Arts	3	Music	2

- Schools may include Religious Education (Weighting: 2) and Putonghua (Weighting: 1) in the IA

Scaling Mechanism of Internal Assessments Scores

- Scaling tool: Pre-Secondary One Hong Kong Attainment Tests (**Pre-S1 HKATs**)
- Conduct in allocated secondary schools in mid-July
- **Scaled marks** of students in the current cohort are obtained by referring to the average of the corresponding sampled results of the previous two cohorts in the Pre-S1 HKAT
 - Reduced the incentive of drilling

CA

Computerised Procedures

- A random number is first assigned to each student by the computer. It is used to determine the order of allocation of students for a school place within the same allocation band
- The Unrestricted School Choices in Part A will be processed first, to be followed by the Restricted School Choices in Part B

Part A : Allocation Process

- The computer will first process the school choices of students in **Territory Band 1**,
- then the choices of students in **Territory Band 2**, and
- finally the choices of **Territory Band 3** students
- Only after the computer **has finished** processing the choices of all the students in **Part A** will the unallocated students' choices in Part B be processed

Part B: Allocation Process

- After all the students in **Net Band 1** have been allocated school places,
- the computer will follow the same procedure to allocate places to students in **Net Band 2**, and
- finally allocate places to students in **Net Band 3**

Choice-making Reference Materials for Parents

Committee on Home-School Co-operation

- **Secondary School Profiles**

(to be distributed in early December 2024)

Education Bureau

- **Handbook for Application for Secondary One
Discretionary Places**

(to be distributed in early December 2024)

- **Handbook for Unrestricted School Choices and
Secondary School Lists**

(to be distributed in early April 2025)

2023/2025 Schedule (2024/25 School Year)

- Mid-Oct 2024** Primary schools manage the SSPA e-Platform School Accounts
- Late Oct 2024** Distribution of Information Leaflets on the SSPA System
- Mid-Nov 2024** Parents register for the SSPA e-Platform Parent Accounts
Secondary schools manage the SSPA e-Platform School Accounts
- Early Dec 2024** Distribution of Application Forms for Secondary One Discretionary Place and related documents
- 2 to 16 Jan 2025** All participating secondary schools accept DP applications submitted via the SSPA e-Platform or in paper Application Form in the same period
- Mar 2025 or before** Some secondary schools may conduct interviews for selection of students

31 Mar 2025 Participating secondary schools notify parents of successful DP applicants

Early Apr 2025 Participating primary schools will receive “List of Students Notified as Successful DP Applicants (Primary Schools)”

Distribution of Secondary One Choice of Schools Forms and related documents

On or before 8 Apr 2025 If parents decide to decline the offer from the NDSS secondary school, they should notify the NDSS secondary school concerned and retrieve the signed Parent’s Undertaking and the original of the Primary 6 Student Record Form on or before 8 Apr 2025

- Early May 2025** All participating primary schools submit parents' duly completed Secondary One Choice of Schools Forms via the SSPA e-Platform and in paper Application Form
- 8 Jul 2025** Release of allocation results
- 10 & 11 Jul 2025** Students register with the secondary schools allocated
- 15 Jul 2025** Pre-Secondary One Hong Kong Attainment Test

Note: The date for primary schools to collect the allocation results is 7 July 2025. Should the tropical cyclone warning signal or rainstorm warning signal be issued by the Hong Kong Observatory, or “extreme conditions” be announced by the Government on the day for the collection of allocation documents or the announcement of allocation results, or on the days designated for registration, please pay attention to announcements on the radio or television for special arrangements. If schools, according to the EDB Circular No. 5/2022 in July 2022 on “Tropical Cyclones and Heavy Persistent Rain Arrangements for Kindergartens and Day Schools”, consider that it is necessary to suspend classes due to inclement weather on the day for the announcement of allocation results, please inform the Liaison Officers of the School Places Allocation Section in the first instance.

Enquiries

Website

Education Bureau (<https://www.edb.gov.hk>):

Home > Education System and Policy > Primary and Secondary Education > School Places Allocation Systems > Secondary School Places Allocation

Telephone

General Enquiries 2832 7740 / 2832 7700

Address

Podium Floor, West Block,
Education Bureau Kowloon Tong Education Services Centre,
19 Suffolk Road, Kowloon Tong, Kowloon