

**Native-speaking English Teacher (NET) Scheme in Primary Schools
Personal Particulars of NETs Recruited Directly by School**

(To be returned by fax once a contract has been signed between the school and the NET)

To: NET Administration Team, EDB (Fax No: 2123 1239)

NOTE: To be completed by both the school and the new NET recruited by the school directly in the 2018/19 school year

Part I [To be completed by the NET]

Name: (Mr./ Ms./ Mrs./ Miss*) _____
(First Name) (Family Name)

Date of Birth: ____/____/____
dd mm yyyy

Nationality: _____

Contract Period signed with the school for the 2018/19 school year:

- (i) Effective Date of Contract Period : ____/____/____
dd mm yyyy
- (ii) End Date of Contract Period : ____/____/____
dd mm yyyy

** Delete as appropriate*

Academic Attainment:

Colleges, Universities, etc. (Attended / Attending)	Qualifications (e.g. BA/MEd)	Major Subjects	Full or Part-Time	On Campus / Distance Learning	Date	
					From (mm/yyyy)	To (mm/yyyy)

Teacher Training Qualifications:

Qualifications (e.g. Dip Teach/BEd/PGDE)	Full Name of Issuing Authority	No. of Weeks of Teaching Practice	Full or Part-Time	On Campus/ Distance Learning	Date	
					From (mm/yyyy)	To (mm/yyyy)

Teaching English as a Second/Foreign Language (TESL/TEFL) Qualification(s):

Qualifications (e.g. Cert/Dip/Master TESL/TEFL)	Full Name of Issuing Authority	Total Course Contact Hours	Teaching Practice (Y/N)	On Campus/ Distance Learning	Date	
					From (mm/yyyy)	To (mm/yyyy)

Confidential

Post-Qualification Experience in Teaching English/ESL/EFL

(Please include **ONLY** continuous employment of more than 3 months)

Name of Institution	Age/ Levels Taught	Subjects Taught	Full or Part- Time	Date	
				From <small>(dd/mm/yyyy)</small>	To <small>(dd/mm/yyyy)</small>

The contents of the above information are true and complete to the best of my knowledge and belief.

Signature: _____ Date: _____

Part II Declaration [To be completed by the school]

- I confirm that, in the appointment of _____ (Name of the NET), **all the appointment and qualification requirements** of NETs in primary schools as set out in EDB Circular Memorandum No. 39/2018 on “NET Scheme in Primary Schools - Appointment and Re-appointment of NETs in the 2018/19 School Year” have been followed.
- The following documents have been checked as appropriate:
 - Academic qualification(s)
 - Teacher training qualification(s)
 - Qualifications assessment result for non-local qualifications issued by the Hong Kong Council for Accreditation of Academic and Vocational Qualifications
 - Certificate(s) of service
 - Certificate of No Criminal Conviction
 - Employment visa

Signature of Supervisor / Principal*: _____ Date: _____

Name of Supervisor / Principal*: _____

Name of School: _____ District: _____

School Type: Aided / Special*

Name of Contact Person: _____ Tel. No.: _____

* Delete as appropriate