

# Confidential

## Form C

**Enhanced Native-speaking English Teacher (NET) Scheme in Secondary 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)

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### 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 (dd/mm/yyyy)	To (dd/mm/yyyy)

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 secondary schools as set out in EDB Circular Memorandum No. 40/2018 on “Enhanced NET Scheme in Secondary 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 (with at least 1 year’s post-graduate experience of teaching English at secondary level or above)
  - Certificate of No Criminal Conviction
  - Employment visa

Signature of Supervisor / Principal\*: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Supervisor / Principal\*: \_\_\_\_\_

Name of School: \_\_\_\_\_ District: \_\_\_\_\_

School Type: Aided / Caput / Special\*

Name of Contact Person: \_\_\_\_\_ Tel. No.: \_\_\_\_\_

\* Delete as appropriate