**Annex 3**

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| Please return the completed Reporting Form **by post** to the School Development Support Section, Education Bureau.(Address: 5/F, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong)*(Note: Please ensure that sufficient postage is paid to avoid unsuccessful delivery of mails.**Any underpaid mail items will be disposed of by the Hong Kong Post.)* |

**Sister School Scheme**

**Reporting Form on Mainland Sister Schools**

**(Only applicable to those sister school pairs not reported to EDB before)**

To: Permanent Secretary for Education

 [Attn: Senior Education Officer (School Development Support) 1]

We **have joined**/**have not joined** \* **the Sister School Scheme** and **have paired up**/**newly paired up**\* with Mainland schools as sister schools. Details are as follows: *(Please attach copies of relevant supporting documents. If there are more than two sister schools, please use a separate sheet to provide the information.)*

|  |  |
| --- | --- |
| Name of Sister School (1)： |  |
| School Type： | Secondary/Primary/Special\* |
| Year of Forming Sister School: |  |
| Location of Sister School: | Province  | City | Area |
|  |  |
| Name of Sister School (2)： |  |
| School Type： | Secondary/Primary/Special\* |
| Year of Forming Sister School: |  |
| Location of Sister School: | Province | City | Area |
|  |  |
|  \* Please delete as appropriate. | Signature of Supervisor/SMC Chairman/Principal\*： |  |
| Name of Supervisor/SMC Chairman/Principal\*：  |  |
| Name of Teacher-in-charge： |  |
| Name of School： |  |
| School Level： | Secondary/ Primary/ Special\* |
| School Telephone No.: |  |
| Date: |  |