

Education Bureau
Staff Interflow Schemes 2026

School Application Form
(To be completed by School Heads)

Please read Education Bureau (EDB) Circular Memorandum (CM) No. 15/2026 before filling in this form. The completed application form should be sent by post (address: 4/F, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong) or by email (email address: exohrm@edb.gov.hk) to the Human Resource Management (HRM) Unit of EDB or by hand to the Education Bureau's drop-in box (Box no.: EDB02 – Staff Interflow Schemes 2026) located at the 2/F Entrance, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong. Please specify "Application for Interflow" on the envelope. Application for interflow arrangement to commence in August/September 2026 should reach HRM Unit of EDB or EDB's drop-in-box on or before 31 March 2026.

Participation in Digital Education Centre of Excellence Scheme

My school wishes to participate in the Digital Education Centre of Excellence Scheme in the 2026/27 school year. The following are the particulars of my school:

Part I: School Information

School Name: _____
 School Address: _____
 Telephone No.: _____ Fax No.: _____
 Contact Person: *Mr/Ms _____
 Telephone No.: _____ Fax No.: _____
 E-Mail Address _____

Part II: Proposal Details

Please submit a proposal of no more than ten pages containing the following information:

- background information about the school;
- three major strengths in promotion of digital education which are in line with the EDB's related policy;
- whole-school planning on digital education implementation, including curriculum planning, capacity building and use of innovative technologies in various Key Learning Areas and STEAM education;
- a school plan in promoting digital/information literacy, and parent education in digital education and e-safety;
- a brief description of achievements in promoting digital education over the past three years (with track records);
- a concrete work plan on providing professional support to schools, building your own school's professional capacity and fostering community of practice in the school sector; and
- information on additional manpower support (including an overview of the supporting teachers' relevant experiences, expertise and major subjects taught) who can serve as backup to the secondees, if any.

Part III: Details of Teachers Nominated for Secondment to EDB

My school wishes to nominate the following ***one/ two** teacher(s) to be the part-time seconded teachers to the IT in Education Section in the 2026/27 school year:

No.	Name of Teacher ^{Note}	Rank	HKID (initial letter(s) & the first 4 digits)
1.	*Mr/Ms		
2.	*Mr/Ms		

Note : Each nominated teacher should also submit a completed Appendix B with Annex 2 to show their experiences and qualifications.

Signature of School Head: _____

Name of School Head _____
(in BLOCK letters)

Date: _____

*Please delete where inapplicable