

To: Education Bureau (Attn: Mr. Brian Mok)

**Expression of Interest for vacant school premises/school sites
for international school development**

Reply form

*IMPORTANT: Please read the “Note to respondents” carefully before completing this form. The deadline for submitting the reply form is **21 February 2024**. Please return this form on or before the deadline by email (email address: iissd@edb.gov.hk) **by 5:00 p.m. (Hong Kong Time) on 21 February 2024**, or by post (6/F, East Wing, Central Government Offices, 2 Tim Mei Avenue, Tamar, Hong Kong). For reply form submitted by post, the date on the postmark should not be later than the deadline. Late or incomplete reply forms will not be accepted. No more than one tick (✓) should be placed in the same part unless otherwise stated.*

On behalf of our organisation, I/we hereby express interest for allocation of the following vacant school premises/school sites for international school development (*Note: More than one box may be checked for this part.*) –

Note 1

Premises/sites	Priority	Preliminary preferred option of allocation¹
<input type="checkbox"/> Premises A/Site 1 (North Point)		(I)/(II)*
<input type="checkbox"/> Premises B/Site 2 (Kowloon Tong)		(I)/(II)*

**Please delete as appropriate*

Proposed use of the vacant school premises/school sites

- For the expansion of an existing international school in Hong Kong.
- For the establishment of a new international school in Hong Kong.

¹ According to the successful applicant’s development preference and subject to the Government’s discretion, the vacant school premises/sites may be granted to the successful applicant by way of either allocation options below –

- (I) Tenancy: the entire site, including all existing buildings, structures, etc., may be let to the successful applicant by way of direct grant and executing a tenancy agreement with the Government; whilst the successful applicant may renovate but not demolish all or any part of the premises; or
- (II) Private Treaty Grant: the entire site, including all existing buildings, structures, etc., may be granted to the successful applicant by way of private treaty and executing a Conditions of Grant with the Government, if the successful applicant proposes to demolish existing structures and re-construct a new school building on the site.

However, each successful applicant will only be allocated one of the premises/sites.

PART A : Information about the proposed school

(1) Name of the existing international school/proposed new school, if available:

(a) Name of the school

(English) _____

(Chinese) _____

(b) [For expansion of existing international schools only] Details of all existing primary and secondary campuses of the school in Hong Kong

School places		
S/N	Existing campus(es)	
	Address	No. of school places as at 15.9.2023 [§]
1		P: S:
2		P: S:
3		P: S:
4		P: S:
		P: S:
	Sub-total:	S:
	Grand total	P+S:

§: Please provide statistics as at the reference date of the 2023 Student Enrolment Survey. "P" stands for primary and should include pre-primary but not kindergarten school places; "S" for secondary. It is not necessary to list out campuses/school places for kindergarten. For campus(es) with Service Agreement signed with the Government, the existing number of school places should be no less than the minimum provision as set out in the prevailing Service Agreements.

Student enrolment (entire school covering the campuses listed above) as at 15.9.2023			
School section	No. of local students ^{&}	No. of non-local students ^{&}	Total enrolment
Primary section [@]			
Secondary section			
Total			

& "Local students" refer to those who are Hong Kong Permanent Residents (with the right of abode in the Hong Kong Special Administrative Region (HKSAR)) and do not have any valid passport other than the HKSAR Passport. Students not meeting this definition are regarded as "non-local students".

@ Should not include kindergarten students.

(2) Curriculum to be offered at the allocated vacant school premises/school site (Note: More than one box may be checked for this part.) Note 2

Curriculum	Accreditation body (if any)
<input type="checkbox"/> National curriculum, i.e. _____	
<input type="checkbox"/> International Baccalaureate	
<input type="checkbox"/> Others, i.e. _____ _____	

(3) Estimated number of school places to be provided at the allocated vacant school premises/school site and the estimated timing of delivery Note 3

	Premises A / Site 1	Premises B / Site 2
(a) At primary level		
<i>First year of operation: 20__/20__ school year (e.g. 2028/29 school year)</i>		
<i>Third year of operation[#]: 20__/20__ school year</i>		
(b) At secondary level		
<i>First year of operation: 20__/20__ school year</i>		
<i>Third year of operation[#]: 20__/20__ school year</i>		
(c) Total number of places estimated in the third year of operation (i.e. (a)+(b))		
(d) Estimated number of places to be allocated to target students^{&} in the third year of operation		

- I/We undertake that if our application is successful, the entire school shall be subjected to the requirement that no less than 70% of the students enrolled by the school (i.e. no matter their campus of attendance) shall be non-local students[&].

Remarks:

Please provide the total number of places to be offered in this school year.

& Target students are non-local students ("local students" refer to those who are Hong Kong Permanent Residents (with the right of abode in the Hong Kong Special Administrative Region (HKSAR)) and do not have any valid passport other than the HKSAR Passport. Students not meeting this definition are regarded as "non-local students").

(4) Changes to the plan at (3) above if all school places need to be allocated to the target students –

- No
- Yes, please specify:

(5) Measures to be implemented in addressing demand from the target students (Note: More than one box may be checked for this part.)

Note 4

- To give priority to students with nationalities that correspond to the curriculum (e.g. Australian for Australian curriculum).
- To reserve certain number of places for referrals from the respective consulate generals and/or chambers of commerce.
- Other arrangement(s), please specify:

(6) Financial requirement and support (Note: Please complete parts (a)-(c).)

Note 5

(a) Self-financing status

- I/We undertake to operate the proposed new school/campus as a private school on a self-financing basis.

(b) All costs for technical assessments and measures

- I/We undertake to carry out all the necessary technical assessments and measures at our own cost in connection with the use of the vacant school premises/school site.

(c) Details of the funding source (Note: Please complete relevant row(s) of the following table vis-à-vis your preferred option of allocation indicated on page 1 of this form.)

	Option of allocation	Capital cost (HK\$ M)	Annual recurrent cost (HK\$ M)	Source of funding (e.g. donations, loans, capital levies, cash reserves, tuition fees, etc.)
Premises A/ Site 1	(I)/(II)*			
Premises B/ Site 2	(I)/(II)*			

*Please delete as appropriate

(7) Future operation of the school (Note: Please complete parts (a) and (b).)

(a) Scholarship

- I/We undertake to set aside not less than 10% of the annual total school fee income of the proposed new school/campus for providing scholarship and/or other financial assistance to deserving students.

(b) Opening up of school premises and facilities

- I/We undertake to make available buildings and facilities of the new school/campus when required to the Government and to the community for educational, community or other activities, provided that this would not compromise the day-to-day operation of the proposed school and safety of students.

PART B : Background of respondents

(8) *Experience and expertise in providing relevant education services*

Note 6

- Our organisation has previous experience in operating international school(s) at primary and/or secondary levels –

(i) Years of experience: _____

(ii) Place of operation: _____

(iii) Name of school(s): _____

- We do not have any experience in operating an international school.

(9) *Tax exemption status, status of incorporation and support from Consulate General(s) and Chamber(s) of Commerce (Note: Please complete parts (a) to (c).)*

- (a) On the requirement to be a charitable institution or trust of a public character exempted from tax under section 88 of the Inland Revenue Ordinance (Chapter 112), our organisation – **Note 7**

- has already met the requirement.
- is in the process of acquiring for the status.
- will arrange to apply for the status at the stage of the School Allocation Exercise.

Our school (for expansion of an existing international school)/the proposed school* –

- has already met the requirement.
- is in the process of acquiring for the above status.
- will arrange to apply for the above status at the stage of the School Allocation Exercise, or a later date as specified by the Education Bureau.

**Please delete as appropriate*

(b) On the requirement to be either (i) incorporated under the Companies Ordinance (Chapter 32 or Chapter 622 with effect from 3 March 2014) or (ii) incorporated under other ordinances, our organisation – Note 8

- has already met requirement (i)/(ii)*. (**Please delete where inappropriate.*)
- is in the process of acquiring for the status.
- will arrange to apply for the status at the stage of the School Allocation Exercise.

Regarding the proposed new campus/proposed school*, our organisation –

- is in the process of acquiring for the above status for the proposed new campus/proposed school.
- will arrange to apply for the above status for the proposed new campus/proposed school at the stage of the School Allocation Exercise, or a later date as specified by the Education Bureau.

(c) In-principle support for the proposed expansion or operation of international school has been secured from the following – Note 9

- Consulate General(s), i.e. _____

- Chamber(s) of Commerce, i.e. _____

**Please delete as appropriate*

(10) Additional information (Optional)

I/We would like to provide the following additional relevant information for reference.

(11) Contact person Note 10

Name and Title: (English) _____

(Chinese) _____

Telephone: _____

Fax: _____

Correspondence _____

address: (English) _____

(Chinese) _____

E-mail: _____

(12) Confirmation of understanding

(a) I/We understand that expression of interest through this exercise is non-binding by nature. It does not constitute an offer or the basis of an offer to any party for the allocation of the premises and/or the school sites, nor does it create any legal obligations on the Government of Hong Kong Special Administrative Region (HKSAR). It does not prejudice any future scrutiny by the HKSAR Government or its advisory bodies and does not oblige the HKSAR Government to any course of action including whether or not to approve any allocation irrespective of the number of applications received. Nothing in this exercise shall oblige HKSAR Government to allocate or grant the premises and/or the school sites to any party. I/We agree that the HKSAR Government shall not in any event incur any liability, financial or otherwise, towards any party for any reason in relation to any expression of interest, including –

- (i) any delay in allocating/granting and handing over the premises and/or the school sites, or for not proceeding with or withdrawing the allocation or grant of the premises and/or the school sites at any time;
or
- (ii) any costs or effort incurred in consideration of this invitation for expression of interest or in preparing any proposal related thereto; or
- (iii) the accuracy or completeness of any information provided, whether written or oral, concerning the premises and/or the school sites.

