

THE CHURCH OF CHRIST IN CHINA MING YIN COLLEGE
NOTES ON APPLICATION FOR SECONDARY ONE DISCRETIONARY PLACES
2022 - 2023

A. Number of Discretionary Places

Forty-one (41)

B. Application Procedures:

- The application period is from 3 January 2022 to 17 January 2022. Application Forms will be available at the school main entrance from 3 December 2021 to 17 January 2022 during office hours (Monday to Friday: 9:00 a.m. – 5:00 p.m., Saturday: 9:00 a.m. – 12:00 noon) or can be downloaded from the school website: <http://www.cccmyc.edu.hk>.
- An applicant may apply to **NOT MORE THAN TWO** participating secondary schools, otherwise the chance of acquiring a Discretionary Place will be forfeited. The Application cannot be retrieved or cancelled once submitted. School assumes no responsibility for Application Form submitted after the deadline.
- The following documents should be submitted to the General Office during office hours together with three stamped self-addressed envelopes with the student's name:
 - (1) EDB Application Form for S1 Discretionary Place (with School Copy, EDB Copy and Parent Copy of the Application Form intact, bearing the same Application Number).
 - (2) Completed Application Form of our school together with the **PHOTOCOPIES** of the following documents:
 - (i) Academic Report Cards (Primary 5 and 6)
 - (ii) Hong Kong Identity Card (if available) or Birth Certificate
 - (iii) Certificates or awards of outstanding performance in extra-curricular activities attained in recent 2 years

Please note that the applicant does not need to provide recommendation letters of the primary school and any submission of additional documents or alteration of information after the submission of the application and the verification of documents will not be accepted.

 - (3) In view of the COVID-19 epidemic situation, the EDB has specially allowed submission of the applications by post. Should applicants have genuine difficulties in submitting the Application Forms to our school in person by themselves or by their authorized representatives, they could arrange to submit them after considering the needs and associated risks thoroughly. The Application Forms and other documents should be submitted to our school by post between 3 January 2022 and 17 January 2022, both dates inclusive (the postmark date should not be later than the prescribed deadline). After receiving the applications by post, our school will return the Parents' Copy of the Application Form and the notification of the interview to parents by post.
- **Remarks**
Our school was approved by the EDB (previously called the Education Department) in 1998 to use English as the medium of instruction. All S.1 classes are English classes. Applicants should have excellent performance in both academic results and conduct.

C. Interview Arrangement

- All applicants will be arranged for the first interview on 26 February 2022 (Saturday) morning. Change of the time allotted for the interview should be done on or before 25 January 2022 (Tuesday). Please bring along the interview letter and the supporting document (admission form of competition, school circulars etc). Late submission will not be handled.
- After the first interview, selected qualified applicants will be arranged for the second interviews in mid-March 2022. A written notification will be sent to each applicant whether or not he/she is selected for the second interviews.
- Selection of applicants for the second interviews will be based on the following criteria and weightings:

(1) "Academic Performance Rank Order" provided by EDB	40%
(2) School Academic Results (Primary 5 and First Term of Primary 6)	20%
(3) Performance of First Interview	20%
(4) Extra-curricular Activities, Services and Awards	20%

D. Admission Criteria and Weightings of Discretionary Places

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| (1) Academic Performance and Conduct | 40% |
| (2) Performance of Second Interview | 40% |
| (3) Extra-curricular Activities, Services and Awards | 20% |

E. Release of Admission Results

- Our school will notify parents of successful applicants of their children's inclusion in the Successful Lists for Secondary One Discretionary Places by letter and phone on 31 March 2022 (Thursday). This notification arrangement is not applicable to reserve and unsuccessful applicants. Parents who have received the notifications of successful discretionary places applications do not need to reply to them. All students will receive the SSPA allocation results in mid-July 2022 as usual.

中華基督教會銘賢書院
中一自行分配學位申請須知
二零二二至二零二三年度

A. 自行分配學位數目： 41

B. 申請程序

- 申請日期為二零二二年一月三日至二零二二年一月十七日。本校之申請表格可於二零二一年十二月三日至二零二二年一月十七日於辦公時間內〔星期一至五上午九時至下午五時正、星期六上午九時至中午十二時正〕到本校正門詢問處索取，或於本校網頁 (<http://www.cccmyc.edu.hk>) 下載。
 - 申請人只可以向不多於兩所參加派位的中學申請，否則其獲得自行分配學位的機會將被取消。申請表一經遞交，不可撤回或取消。逾時遞交的申請表恕不受理。
 - 請將下列文件及貼有\$2.0 郵票之回郵信封三個〔信封面寫學生姓名及地址〕於辦公時間內交回本校校務處。
 - (1) 由教育局發出的「中一自行分配學位申請表」(載有相同申請編號的「教育局存根」、「學校存根」及「家長存根」的三個相聯部份)。
 - (2) 已填寫之本校申請表格連同下列文件之副本：
 - (i) 小學五及六年級成績報告表
 - (ii) 身份証〔如領有者〕或出生證明文件
 - (iii) 最近兩年校內及校外活動優良記錄〔證書或獎狀〕申請者毋須提交小學推薦信。所有文件必須有校方或主辦機構證明。本校一經收取申請表及核對資料後，不會接受任何補充資料，敬請留意。
 - (3) 鑑於2019冠狀病毒病疫情，倘若小六學生/家長有實際困難而未能親身或授權代表前往中學遞交申請表，教育局特別容許本年度的自行分配學位可透過郵遞申請，家長如有需要及衡量相關風險後，可安排於二零二二年一月三日至二零二二年一月十七日(包括首尾兩日)期間透過郵寄方式向本校遞交申請表及所要求的其他文件(截止日期以郵戳為準)。本校在收到家長的郵遞申請後，會把《中一自行分配學位申請表》的「家長存根」寄回給家長以作保存。
- 附註
本校已於一九九八年獲教育局(前教育署)批准採用英語為授課語言，所有中一班別均為英文班。申請人必須具優異成績及良好品行。

C. 面試安排

- 所有申請人均獲安排首輪面試，首輪面試將於二零二二年二月二十六日(星期六)上午舉行。若須更改面試時間，請於二零二二年一月二十五日(星期二)前，帶同面試通知書正本及有關證明文件(如比賽通知書、學校通告等)，到本校校務處辦理，逾期恕不受理。
- 首輪面試後，經甄選合資格的申請人將獲安排次輪面試，次輪面試將於二零二二年三月中旬舉行，所有申請人將接獲書面通知是否入選次輪面試。
- 篩選作次輪面試的準則及比重如下：

(1) 教育局「學生成績次第」	40%
(2) 校內學業成績〔小五全年及小六上學期〕	20%
(3) 首輪面試表現	20%
(4) 課外活動、服務及獎項	20%

D. 自行分配學位取錄準則及比重

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| (1) 學業成績及操行 | 40% |
| (2) 次輪面試表現 | 40% |
| (3) 課外活動、服務及獎項 | 20% |

E. 公布取錄結果

- 根據教育局指引，本校將於二零二二年三月三十一日(星期四)透過書面郵寄及電話通知正取學生家長其子女已獲本校納入中一自行分配學位正取學生名單。此新通知安排不包括備取及落選學生，獲通知家長毋須就有關通知作出回應。所有學生會如常於二零二二年七月中旬獲通知中學學位分配辦法下的派位結果。