



Po Leung Kuk Tong Nai Kan Junior Secondary College

保良局唐乃勤初中書院

Application Form for the S1 Discretionary Places

中一自行分配學位申請表

(2026 – 2027)

Application no.:

Recent
Photo
近照

**** The First Government – aided Junior Secondary College linking with PLK
Viewwood K.T. Chong Sixth Form College in a “Through-train” mode**

**** 本校與保良局莊啟程預科書院實施初中、高中「一條龍」安排，為本港
首間政府資助的初中書院**

(1) Personal Particulars of Applicant and Guardian (個人資料)

Name in English 英文姓名							Name in Chinese 中文姓名						
HKID / Passport No. 身份證/ 護照號碼							Student Reference No. 小六學生證學生編號						
Date of Birth 出生日期	D 日		M 月		Y 年		Place of Birth 出生地點					Gender : M / F 性別: 男 / 女	
Phone No. (Home) 住宅電話							Parent's Mobile Phone No. 家長手提電話	Father 父		Mother 母			
Correspondence Address 通訊地址													
Email Address 電郵地址													
Education Background (in Reversed Chronological Order) 學業資料 (請從最近期之學校 開始倒序填報)	Schools Attended 曾就讀之學校						From 由 Y 年/ M 月	Class 班別	To 至 Y 年/ M 月	Class 班別			

How did you hear of the “Through-train” Arrangement? 你從以下哪一項途徑得知兩校結龍安排? (You may choose more than one 可多選一項)

☐ 報章 Newspapers ☐ 宣傳單張 Leaflet ☐ 老師推薦 Teachers' Recommendation ☐ 講座 Seminar ☐ 其他 Others : _____

Signature of applicant 申請人簽署

Signature of Parent/Guardian 家長或監護人簽署

Date 日期

For Official Use Only 只供校務處填寫

核對遞交資料： <input type="checkbox"/> EDB 申請表 <input type="checkbox"/> 身份證副本 <input type="checkbox"/> 小六證明副本 <input type="checkbox"/> 小五、小六成績表副本 <input type="checkbox"/> 課外活動證明副本及獎項證明副本(資料不能多於 5 張 A4 紙， 並須跟 google form 上的資料一致) <input type="checkbox"/> 出世紙副本 <input type="checkbox"/> 貼上郵票的回郵信封一個 其他：_____	<input type="checkbox"/> 已派發回執 <input type="checkbox"/> 已貼好申請編號(申請表、回執、信封)	面試紀錄： <input type="checkbox"/> 獲得面試邀請 日期：2026 年 3 月 7 日 時間：上午/下午 _____ <input type="checkbox"/> 不獲面試邀請
核對：	日期：	已派發：

保良局唐乃勤初中書院
中一自行分配學位申請須知(2026 – 2027)

A) 一般事項

1. 每位應屆小六學生可向不多於兩所中學申請自行分配的中一學位。申請表一經遞交，不可撤回或取消；
2. 2026/2027 學年，本校「中一自行分配學位」數目為 59 個。

B) 填寫申請表

1. 申請人可用英文或中文正楷填寫申請表；
2. 申請人必須確保提供的資料及文件均完全準確及屬實，校方如發現資料不確或有遺漏，將不會處理有關申請；
3. 是次申請所收集的個人資料將用以辦理申請學位事宜，如有需要，本校可能把這些資料向教育局披露，用以處理學位分配或其他有關教育的事宜。

C) 遞交申請表及文件

1. 親臨本校校務處：
申請表格及下列文件必須於 2026 年 1 月 2 日至 1 月 16 日指定辦公時間內(星期一至五早上 9:00 至下午 4:30；星期六早上 9:00 至中午 12:00)交到本校校務處；
 2. 經教育局中一派位電子平台遞交：
家長可於 2026 年 1 月 2 日至 1 月 16 日期間，通過教育局中一派位電子平台遞交及上載所需文件。截止時間是 2026 年 1 月 16 日(香港時間 23:59)；
 3. 遞交文件包括：
 - ① 填妥有教育局印發之中一自行分配學位申請表
 - ② 填妥本申請表格、貼妥照片(近照)
 - ③ 出世紙副本
 - ④ 身份證副本
 - ⑤ 申請學生小五、小六成績表副本
 - ⑥ 課外活動證明副本及獎項證明副本(資料不能多於 5 張 A4 紙。請自行留底，資料需要填寫於電子表格中)
 - ⑦ 填備申請人姓名及住址的回郵信封一個及貼上郵票(\$2.2)，並將信封夾在申請表格上。(經教育局中一派位電子平台遞交的申請人，請交回填備申請人姓名及住址的回郵信封兩個及貼上郵票)
- *本校不收取任何推薦信**
4. 親臨本校校務處遞交申請表時，本校將會發回執予家長，並會於本申請表、回執及回郵信封上貼上一式三份的申請編號。回執上印有電子申請表的二維碼，申請人須於 2026 年 1 月 26 日或以前掃描二維碼，並填寫上述第⑥項課外活動、獎項、服務等資料，方完成遞交申請表的程序。(經教育局中一派位電子平台遞交的申請人，申請編號及電子申請表的二維碼，將經電郵及寄信發送)

D) 面試篩選準則

1. 鑑於申請本校的學生人數眾多，校方無法安排面見所有申請人，故本校將篩選 150 位學生親臨本校面試。面試篩選準則如下：
 - i. 操行：B /乙級或以上；
 - ii. 中、英、數分數達 B 級或以上；
 - iii. 在特殊情況下，即使未完全滿足上述成績要求，若學生在校際競賽中獲得一等獎或榮譽獎項，也將獲邀面試

E) 收生準則及比重

1	學業表現	a. 教育局之學生成績次第	25%
		b. 小五及小六學生校內成績	25%
2	課外活動、才藝、技能、獎項及服務		20%
3	面試		30%
4	操行		B /乙級或以上

F) 面試安排

1. 申請人可於 2026 年 3 月 3 日早上 10:00 後，憑申請編號於本校網頁查閱面試安排。**本校的面試名額只有 150 個，並非所有申請人都能獲得面試邀請，敬請家長注意。**

G) 結果公佈

1. 本校將於 2026 年 3 月 31 日(星期二)以郵寄及電話通知正取學生，其申請已獲納入「自行分配學位正取名單」；
2. 獲取錄的正取學生將於教育局統一派位前獲派自行分配學位，並於 2026 年 7 月 7 日(星期二)中學學位分配放榜時，獲教育局通知結果，故毋須致電本校查詢；
3. 於自行分配學位階段未被取錄的學生，仍可經教育局統一派位程序申請本校，故家長填寫統一派位「家長選擇學校表格」時，仍可將本校列於表內。

H) 聲明

1. 填妥之表格內容及附加文件只供申請本校中一自行收生學位之用；
2. 申請表、電子申請表及有關附件，將於完成派位程序後註銷，不會退回。
3. 詳情請參閱 <https://www.plktnkjsc.edu.hk/content/personal-information-collection-statement>

A) General Information

1. Each Primary 6 student may apply to no more than two secondary schools for S1 discretionary places. Once an application form is submitted, it cannot be withdrawn or cancelled.
2. For the 2026/2027 school year, our school offers 59 S1 discretionary places.

B) Completing the Application Form

1. Applicants may complete the form in English or Chinese, using block letters.
2. Applicants must ensure that all information and documents provided are completely accurate and truthful. If any information is found to be inaccurate or missing, the application will not be processed.
3. Personal data collected for this application will be used for processing S1 place applications. Where necessary, the school may disclose such data to the Education Bureau (EDB) for handling place allocation or other education-related matters.

C) Submitting the Application Form and Documents

1. Submit in person at the General Office:
The application form and the documents listed below must be submitted to the school's General Office during the designated office hours from 2 January 2026 to 16 January 2026 (Monday to Friday 9:00 a.m.–4:30 p.m.; Saturday 9:00 a.m.–12:00 noon).
 2. Submit via the EDB Secondary School Places Allocation system (SSPA) e-Platform:
Parents may submit the application and upload the required documents via the EDB SSPA e-Platform between 2 January 2026 and 16 January 2026. The deadline is 16 January 2026 (Hong Kong time 23:59).
 3. Documents to submit:
 - ① Completed EDB-issued S1 Discretionary Place application form
 - ② This school's completed application form with a recent photograph affixed
 - ③ Copy of birth certificate
 - ④ Copy of Hong Kong Identity Card (or relevant ID document)
 - ⑤ Copies of the applicant's Primary 5 and Primary 6 report cards
 - ⑥ Copies of certificates for extracurricular activities and awards (no more than five A4 pages in total; please keep your own copies. The relevant information must also be entered in the electronic form.)
 - ⑦ One self-addressed stamped return envelope (with the applicant's name and address) affixed with \$2.2 postage, clipped to the application form. (For applications submitted via the EDB e-Platform, please provide **two** self-addressed stamped return envelopes with postage affixed.)
- *Recommendation letters will not be accepted.**
4. For applications submitted in person, the school will issue a receipt to parents and attach a three-part application number label to the school application form, the receipt, and the return envelope. The receipt includes a QR code for the electronic supplementary form. Applicants must scan the QR code on or before 26 January 2026 and complete the entry of information on extracurricular activities, awards, services, etc. mentioned in item ⑥ above to complete the application procedure. (For applications submitted via the EDB e-Platform, the application number and QR code for the electronic form will be sent by email and by post.)

D) Shortlisting Criteria for Interview

1. As the number of applications exceeds capacity, the school is unable to interview all applicants. We will shortlist 150 students for on-site interviews. Shortlisting criteria:
 - i. Conduct: Grade B or above
 - ii. Chinese, English, and Mathematics: Grade B or above
 - iii. In special circumstances, applicants who do not fully meet the above academic requirements may still be invited for interview if they have received a first prize or an honours award in inter-school competitions.

E) Selection Criteria and Weights

1	Academic Performance	a. student rank order from EDB	25%
		b. School academic results in Primary 5 and Primary 6	25%
2	Extracurricular activities, talents, skills, awards, and service		20%
3	Interview		30%
4	Conduct		Grade B or above

F) Interview Arrangements

1. From 10:00 a.m. on 3 March 2026, applicants may check interview arrangements on the school website using their application number.
There are only 150 interview places. Parents are kindly advised to take note that not all applicants will receive an interview invitation.

G) Announcement of Results

1. On Tuesday, 31 March 2026, the school will notify successful "Discretionary Place (DP) – Successful List" candidates by post and by phone.
2. Successful DP candidates will be offered a discretionary place before the EDB's Central Allocation. They will be informed of the result by the EDB on Tuesday, 7 July 2026, when the S1 place allocation results are released. There is no need to call the school for enquiries.
3. Applicants not admitted under the DP stage may still apply to our school through the EDB's Central Allocation. Parents may list our school on the "Choice of Schools Form" for Central Allocation.

H) Declaration

1. The information and attachments provided are solely for the purpose of S1 discretionary places application at our school.
2. The application forms (paper and electronic) and related attachments will be voided after the allocation process is completed and will not be returned.
3. For details, please refer to <https://www.plktnkjsc.edu.hk/content/personal-information-collection-statement>