



Chiu Lut Sau Memorial Secondary School
Secondary School Places Allocation (SSPA) 2019/2021
Application for Secondary 1 Discretionary Places
(Admission in September 2021)

Application Guideline

1. General Information :

- 1.1 In accordance with the Secondary School Places Allocation (SSPA) 2019/2021 *Applications for Secondary 1 Discretionary Places*, each student may apply to **not more than two** participating secondary schools listed in the *Handbook for Application for S1 Discretionary Places* issued by the Education Bureau (EDB). Otherwise, his/her chance of acquiring a discretionary place will be forfeited. The Application Form cannot be retrieved or cancelled once submitted.
- 1.2 The Central Allocation of the SSPA guarantees that all P6 students will be allocated an S1 place for free education, application for Discretionary Places (DP) is just an extra right. Apart from applying not more than 2 secondary schools for DP, parents still retain the chance to choose which schools to apply for their children when filling in the Choice of Schools Form.

2. Number of S1 Discretionary Places: 43

3. Ways to obtain the Application Form:

3.1 Date: **12 December 2020 to 18 January 2021**

3.2 Application form can be downloaded from the school website (<http://www.clsmss.edu.hk>) or obtained in the School General Office.

(Office hours: Monday to Friday: 9:00 am to 5:00 pm

Saturday: 9:00 am to 12:00 noon)

4. Filling in the Application Form

- 4.1 Applicants can fill in the form using either Chinese or English in block letters.
- 4.2 The personal data provided by means of this form will be used for processing application for a S1 Discretionary Place. They may be disclosed to the Education Bureau authorized to process personal data for allocation/placement and other education-related purposes.
- 4.3 Please fill in the applicant's personal particulars carefully. Any misrepresentation on the Application form may lead to school's refusal for processing the

application for S1 Discretionary Place.

4.4 Please paste a recent photo of the applicant on the designated place of Application Form.

4.5 Please note that the Student Reference Number (STRN) can be found on the Primary 6 Student Record Form issued by the Education Bureau (EDB).

5. Submission of Application Form:

5.1 Date: **from 4 January 2021 to 18 January 2021 (Both dates inclusive)**

5.2 Venue: School General Office

5.3 Time: Monday to Friday: 9:00 am to 5:00 pm
Saturday: 9:00 am to 12:00 noon

5.4 Please submit the following documents:

5.4.1 Application Form for S1 Discretionary Place (19/21) issued by the Education Bureau.

5.4.2 The CLSMSS Application Form for S1 Discretionary Place (With recent photo)

5.4.3 Copies of certificates and awards listed in Section (3) of the CLSMSS Application Form (**Please arrange in order**)

5.4.4 A copy of HKID card (**Please also bring along the original HKID card for verification**)

5.4.5 A copy of Primary Six Student Record Form

5.4.6 Copies of Academic Reports of **P5 (1st and 2nd Term)** and **P6 (1st Term)**

5.4.7 Copies of documentary proof, if applicable, showing that applicant's parent/sibling has attended/is attending the school, e.g. Leaving Certificate or Academic Reports

5.4.8(i) By person: One stamped (\$2.0) and self-addressed envelope (DL size) for the return of the notice of interview

(ii) By post: Two stamped (\$2.0 each) and self-addressed envelopes (DL size) for the return of the notice of interview and the "Parent's Copy".

Note: Applicant need not submit any recommendation letter of the primary school.

6. Selection/Interview:

The school will select or interview a candidate according to applicant's conduct, academic performance, non-academic performance and connection with the school.

Selection Criteria

Criteria	Weighting
Conduct Requirement: Grade B or above in P5 and P6	
1. Academic Performance (Rank Order provided by EDB)	60%
2. Extra-curricular activities, services, talents and conduct	30%
3. Connection with school	10%
Total	100%

7. Admission Criteria:

Criteria	Weighting
Conduct Requirement: Grade B or above in P5 and P6	
1. Interview performance	40%
2. Academic Performance (Rank Order provided by EDB)	30%
3. Extra-curricular activities, services, talents and conduct	20%
4. Connection with school	10%
Total	100%

8. Interview:

8.1 A shortlist of applicants for interviews will be released on **5 March 2021 (Friday)**

8.2 A notice of date and time of interview will be sent by post to all applicants. The interview list will also be posted on the school website on **5 March 2021 (Friday)**. Only the CLSMSS Application Number and the first 4 letters or numbers of the SSPA Student Reference Number of the applicant will be shown.

8.3 Date of Interview: **13 March (Saturday)**

8.4 Format of Interview: Individual interviews are conducted. There are three sections of the interview which will assess students' English and Chinese language proficiency and Mathematical ability.

8.5 The format of interview may alter due to the COVID-19 pandemic situation. The updated arrangement will be released on the school website in due course.

9. Announcement of Results:

9.1 Parents of successful applicants of their children's inclusion in the Successful Lists for Discretionary Places will be notified by letter and phone on 31 March 2021 (Wednesday).

9.2 Results for Central Allocation will be released on 6 July 2021 (Tuesday) through the SSPA system of EDB.