



中一候補學位申請須知
Application Notes for S.1 Admission Stand-by Places
(2025 年 9 月入讀中一)
(Enrolment in S.1 in September 2025)

本校現接受中一候補學位申請，惟取錄與否視乎空缺學位的數目及本校政策。申請表可於辦公時間內親臨本校校務處索取或本校網址下載。

Application is now open to Secondary One Stand-by Places throughout the year, subject to the availability of unfilled places and the policy of our School. Application forms can be obtained at the school office or downloaded from the school website.

申請日期及時間 Application Period

日期 : 2025 年 7 月 8 日(星期二)至 7 月 14 日(星期一)
Application Period July 8(TUE), 2025 to July 14(MON) 2025

時間 : 星期一至五上午 9 時至下午 4 時 30 分
School office hours Monday-Friday 9:00am – 4:30pm
星期六上午 9 時至 12:00 時正
Saturday 9:00am – 12:00pm

報名所需呈交文件 Documents to be submitted

申請者請備以下文件親臨本校校務處遞交。

Please send the following documents to the school office in person.

1. 填妥之學位申請表 (可於本校網頁下載) ;
Completed Application Form for the school (available for download on the school website)
2. 申請人之身分證或出生證明書副本 ;
A copy of the applicant's identity card or birth certificate
3. 由教育局發出的派位證 (Allocation Slip) 連入學註冊証 (Admission Slip) 副本。
A copy of the Allocation Slip issued by the Education Bureau, along with the Admission Slip.
4. 「中一派位選擇學校表格」(統一派位選校表格) 副本 ;
A copy of the "Secondary One Choice of Schools Form" (for Central Allocation)
5. 小學五年級及六年級成績表副本，及
A copy of Primary 5 and Primary 6 report cards
6. 活動及服務證書/獎狀副本 (如適用) ;
Copies of relevant certificates, awards and/or proof of extra-curricular activities/services (if applicable)

面試安排 Arrangement of Interview

1. 由於學額有限，初步入選者將獲電話通知參加面試。家長無須向本校查詢。
Due to the limited places, only shortlisted applicants will be invited to an interview.
Parents need not inquire about the results.
2. 2025 年 8 月 31 日前未接獲通知者可作落選論。
Applicants who have not been notified by August 31, 2025, may consider their applications unsuccessful.

個人資料運用 Use of Personal Information

申請人在申請表內所提供的個人資料，僅用於入學申請以及其他與入學有關的事宜上。在一般情況下，未獲取錄申請人的個人資料將於 12 個月內全部銷毀。

The personal data provided in the form will be used for admission application and other admission-related purposes only. Personal data of an unsuccessful applicant will normally be destroyed 12 months after the admission exercise.

收集個人資料聲明 Personal Information Collection Statement

1. 個人資料收集目的 Purpose of Personal Information Collection

本校透過申請表所收集的個人資料，僅用於辦理入學申請及其相關事宜。本校可能把這些資料披露予教育局或其他獲授權處理個人資料的人士，用以處理入學申請及其相關事宜。

所有未獲取錄的申請人，其資料將於 12 個月內全部銷毀。

The personal data provided by means of this form will be used for processing admission applications and admission-related matters. They may be disclosed to the Education Bureau or authorized person to process personal data for these purposes.

Personal data of unsuccessful applicants will be destroyed 12 months after the admission exercise.

2. 個人資料的提供 Provision of Personal Information

申請人須確保申請表格內的資料全屬完整及正確無訛。如未能提供所需的所有資料，可影響申請的處理效率及結果。

All information provided on the application form should be complete, correct and true to the best of the applicant's knowledge and belief. The applicant's failure to provide the required necessary information may affect the processing procedures and result.

3. 個人資料轉移 Transfer of Personal Information

除非有關人士已明確同意改變資料的用途，或該等用途得到法律准許，否則本校不會把已收集的個人資料轉移予第三方。

The school will not transfer the personal data collected to any third party, unless the individual concerned has given his/her consent for a change of use of data or such use is permitted by law.

4. 資料的查閱及修正 Access to and Correction of Personal Information

根據《個人資料(私隱)條例》(第 486 章)的第 18 條和 22 條規定，申請人享有查閱權及更正權。

如需查閱或修正已提交的個人資料，請透過電郵向本校提出，電郵地址為 <mail@kyc.edu.hk>。

Applicant has a right under Sections 18 and 22 of the Personal Data (Privacy) Ordinance (Cap 486) to request access to and correction of personal data. For access to and correction of personal data submitted, please contact our School via email (mail@kyc.edu.hk)