



中二至中五入學申請 Application for S.2~S.5 Admission

本校現接受中二至中五級入學申請，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 Two to Secondary Five 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.

申請資格 Eligibility

- 學科成績優良，具備良好的英語能力，能在英語授課的環境下學習
Applicants must have good academic results, possess a strong foundation in English and be able to learn in an English medium school.
- 操行達 B 級或以上
Conduct grade of applicants must be of grade B or above as shown on school report card.

申請方法 Submission of Application

申請者請備以下文件親臨本校校務處遞交。如透過郵寄或電郵遞交，請於信封面或標題註明「申請學位」。

Please send the following documents to the school office in person, by post or by email. Please mark the place applied on the envelope or the subject line.

1. 填妥之學位申請表
Completed Application Form for Secondary School Places
2. 申請人香港身分證副本
Copy of the applicant's Hong Kong Identity Card
3. 最近兩年成績表副本
Copies of academic report cards of the past two years
4. 活動及服務證書/獎狀副本 (如有)
Copies of relevant certificates, awards and/or proof of extra-curricular activities/services, if any

學校地址：新界大埔富善邨

School Address：Fu Shin Estate, Tai Po, N.T., Hong Kong

電郵：mail@kyc.edu.hk
E-mail

辦公時間：星期一至五：上午八時三十分至下午五時，
星期六：上午九時至中午十二時

School Office Hours：Mondays to Fridays: 8:30 a.m.- 5:00 p.m. ;
Saturdays: 9:00 a.m.- 12:00 noon

筆試及面試安排 Arrangement of Interview and Written Test

1. 由於學額有限，初步入選者將於兩星期內獲電話通知參加面試及筆試，筆試涵蓋中、英、數三科。如遞交表格後兩星期未接獲通知，則作落選論。

Due to the limited places, only shortlisted applicants will be invited to an interview and a written test which covers Chinese Language, English Language and Mathematics within 2 weeks after the receipt of application.

2. 完成面試及筆試後，校方將於兩星期內致電錄取者，家長無須在公佈名單前向本校查詢。
Successful applicants will be notified of the results by phone within 2 weeks after the interview.
Parents need not inquire about the results before the notification.

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)