

## **SKH LAM WOO MEMORIAL SECONDARY SCHOOL**

### **Application Guide for S1 Post-Secondary School Places Allocation (SSPA) (2024-2025)**

1. Distribution of application form:

Application forms can be downloaded from the school website (<https://www.lamwoo.edu.hk>) or obtained at the School Reception Counter.

2. Details of application:

Date : 9 July 2024 (Tuesday)

Office Hours : 9:00 a.m. – 12:00 noon

2:00 p.m. – 4:00 p.m.

Method : Applications with the following documents must be submitted in person to the General Office. Application submitted late or by post will not be considered.

3. Submission of Documents:

a) The completed application form (a recent photo attached)

b) The Parent Copy of the Application Form for S1 Discretionary Place issued by the EDB (applicable to those who have applied for a S1 Discretionary Place of our school)

c) Copies of the following documents:

➤ Allocation Slip

➤ Report cards of Primary 5 (whole year) and Primary 6 (whole year)

➤ Certificates of extra-curricular activities, services and awards in Primary 5 and Primary 6

➤ Hong Kong Identity Card

➤ Baptismal Certificate (if applicable)

## **Application Procedures**

	<b>Procedures</b>	<b>Date and Time</b>
1.	Release of allocation results	9 July 2024
2.	Submission of application forms for S1 Post-Secondary School Places Allocation (SSPA) and relevant documents	9 July 2024 9:00 a.m. – 12:00 noon 2:00 p.m. – 4:00 p.m.
3.	Notification of shortlisted applicants for the written examination and interview by phone (Applicants who are not contacted may consider your application unsuccessful.)	9 July 2024 before 6:00 p.m.
4.	Written examination (45 minutes for each subject – Chinese Language, English Language and Mathematics)	10 July 2024 9:15 a.m. – 12:15 p.m.
5.	Interview (around 10 minutes for each candidate; exact time to be confirmed)	10 July 2024 2:00 p.m. – 4:00 p.m.
6.	Notification of successful applicants for registration by phone (Applicants who are not contacted may consider your application unsuccessful.)	12 July 2024 before 10:00 a.m.
7.	Form 1 Registration	11 July 2024 and 12 July 2024 9:00 a.m. – 12:30 p.m. 2:00 p.m. – 4:00 p.m.
8.	Form 1 Orientation Programme (Day 1)	13 July 2024 9:00 a.m. – 12:00 noon
9.	Form 1 Orientation Programme (Day 2)	15 July 2024 8:30 a.m. – 12:00 noon
10.	Pre-Secondary One Hong Kong Attainment Test	16 July 2024 8:45 a.m. – 12:30 p.m.
11.	Form 1 Summer English Language and Language Across the Curriculum Course	18, 19, 22 and 23 July 2024 8:45 a.m. – 12:00 noon
12.	Getting to know the School	24 August 2024 2:00 p.m. – 5:00 p.m.