

JU CHING CHU SECONDARY SCHOOL (TUEN MUN)

裘錦秋中學（屯門）

Application Form for Secondary One Discretionary Places (2025/2026)

「中一自行分配學位」申請表 (2025/2026)

Application No 申請編號：_____ (Office Use Only 由本校填寫)

Student Personal Information 學生個人資料							
Name in English 英文姓名		Name in Chinese 中文姓名		Gender 性別	<input type="checkbox"/> Male 男 <input type="checkbox"/> Female 女	PHOTO 相片	
Student Reference No. (STRN) 學生編號		HKID Card No. 香港身份證號碼					
Home Telephone No. 住宅電話號碼		Student Mobile No. 學生手提電話號碼					
Date of Birth (dd/mm/yyyy) 出生日期 (日/月/年)		Nationality 國籍					
Place of Birth 出生地點	<input type="checkbox"/> Hong Kong 香港 <input type="checkbox"/> China 中國 (Province 省: _____) <input type="checkbox"/> Others 其他						
New Immigrants 新來港移民	Yes 是 / No 否	First Year of Residence in H.K. 定居香港年份					
Home Address 住址	_____ _____ <input type="checkbox"/> 新界 New Territories <input type="checkbox"/> 九龍 Kowloon <input type="checkbox"/> 香港 Hong Kong <input type="checkbox"/> 其他 Others						
Reason for choosing our school 選校理由							
Current Primary School Information 現就讀小學資料							
Name of School 學校名稱					Class 班別		
Parent/Guardian Information 家長/監護人資料							
	Relationship 與學生關係	Name in Chinese 中文姓名	Name in English 英文姓名	Occupation 職業	Nationality 國籍	Mobile No. 手提電話	
<input type="checkbox"/> Father 父親							
<input type="checkbox"/> Mother 母親							
<input type="checkbox"/> Guardian (Others) 監護人(其他)							
Other Family Member Information 其他家庭成員資料							
Relationship 與學生關係	Name in Chinese 中文姓名	Name in English 英文姓名	Gender 性別	Age 年齡	Occupation 職業	Education Level 教育程度	Name of School(if any) 職業 /就讀學校名稱(如有)

Signature of Parent/Guardian: _____
家長／監護人簽署

Date: _____
日期

The information collected in this form is solely used for the purpose of providing education to your child at our school and will be managed in accordance with the Personal Data (Privacy) Ordinance.

此表格所收集之資料，只用作本校對貴子弟進行教育之用途，並根據《個人資料(私隱)條例》作出管制。

裘錦秋中學(屯門)
2025-2026 年度中學學位分配
中一自行分配學位申請須知

1. 本校可供申請的中一自行分配學位名額為 30 名。

按教育局規定，學生只能向兩間中學申請自行分配學位，否則其獲得自行分配學位的機會將被取消。

2. 索取申請表格：

領取辦法：可於本校網頁(<https://www.jcctm.edu.hk/>)下載表格或親臨本校校務處領取。

辦公時間：星期一至五：上午 9 時正至下午 5 時 30 分

星期六：上午 9 時正至下午 1 時正

(星期日及公眾假期休息)

3. 遞交申請表格(電子／紙本)：

日期：**2025 年 1 月 2 日(星期四)至 2025 年 1 月 16 日(星期四)**

請將表格填寫清楚，並須於 **2025 年 1 月 16 日(星期四)或之前**遞交電子／紙本申請，逾期遞交或證件不足者均不作考慮：

	紙本申請	電子申請
地點	本校校務處（辦公時間與上述相同）	中一派位電子平台
遞交申請時所需文件	按次序釘妥下列證件 (請勿遞交膠質文件夾): 1. 本校申請表 2. 已填妥之「中一自行分配學位申請表」的三個相聯部份 (由教育局中學學位分配組提供) 3. 申請人的身份證副本 (遞交紙本申請時須出示正本以核實申請表上的學生資料) 4. 最近兩年校內考試成績表之副本 (小五及小六) 5. 在本校申請表所列之獎狀及其他有關文件之副本 (請按申請表所列的次序順序排列)	請注意每名申請者所上載的檔案(包括向本校及另一間中學提交的證明文件)大小上限為 25MB： 1. 本校申請表 2. 申請人的身份證副本 3. 最近兩年校內考試成績表之副本 (小五及小六) 4. 在本校申請表所列之獎狀及其他有關文件之副本 (請按申請表所列的指示上載)

4. 收生準則及比重

收生準則	比重
小學校內整體成績及申請者成績排名次序	30%
操行表現 (操行須達 B 級或以上)	30%
參與課外活動表現 (包括群體活動、社會服務、體育、音樂、朗誦及美術的專長)	20%
面試表現	20%

5. 面試安排

所有申請學生均可獲約見。

面試日期：2025 年 3 月 8 日(星期六)。

面試形式以英文及中文進行，以評核申請人之語文能力、數理及獨立思考能力等。
遲到或缺席者將視作棄權，本校不會另行安排面試。

6. 錄取結果

本校將於 2025 年 3 月 31 日(星期一)透過書面及電話通知所有正取學生的家長其子女已獲本校納入「中一自行分配學位」正取學生名單。如家長已登記成為「中一派位電子平台」用戶，家長亦可於當天透過電子平台接收自行分配學位正取學生通知。有關的通知安排不包括備取及落選學生，亦非正式的派位結果，家長毋須就有關通知作任何回應。

所有參加派位學生均會如常於 2025 年 7 月 8 日(星期二)獲通知中學學位分配辦法下的派位結果(包括自行分配學位及統一派位的結果)。

Ju Ching Chu Secondary School (Tuen Mun)
Secondary School Places Allocation (SSPA)
Secondary One Discretionary Places Application (2025-2026)
Guidelines for Application

1. Number of Discretionary Secondary One Places Available for Application
Our school offers 30 discretionary Secondary One places for application.
According to the Education Bureau's regulations, **students may apply to a maximum of two secondary schools for discretionary places. Otherwise, they will forfeit their chance of obtaining a discretionary place.**

2. Obtaining the Application Form
How to Obtain:
The application form can be downloaded from our school website, <https://www.jcctm.edu.hk/>, or collected in person from the school's General Office.
Office Hours:
Monday to Friday: 9:00 am – 5:30 pm
Saturday: 9:00 am – 1:00 pm
Closed on Sundays and public holidays

3. Submitting the Application Form (Electronic/Hard Copy):
Submission Period: from 2nd January 2025 (Thursday) to 16th January 2025(Thursday)
Please ensure the application form is filled out clearly and submitted (electronically or in hard copy) on or before 16th January 2025 (Thursday). Only submissions or complete documentation will be considered.

	Hard Copy Application	Electronic Application
Submission Locations:	General Office of our school (same office hours as mentioned above)	SSPA e-Platform (eSSPA)
Required Documents for Submission:	<p>When submitting the application, the following documents must be stapled in the order listed below. (Please do not submit plastic folders.)</p> <ol style="list-style-type: none"> 1. Our School's Application Form 2. The completed "Application Form for Secondary One Discretionary Places" (all three attached parts), provided by the Education Bureau's Secondary School Places Allocation Section 3. A copy of the applicant's HKID card. (The original must be presented during hard copy submission for verification of the student's information on the application form.) 4. Copies of the applicant's school exam report cards from the past two years (Primary 5 and Primary 6) 5. Copies of certificates and other relevant documents listed on our school's application form (Please arrange these in the order specified on the application form.) 	<p>Please note that the total file size of the uploaded documents, including those submitted to our school and another secondary school, must not exceed 25MB.</p> <p>Documents to be uploaded include:</p> <ol style="list-style-type: none"> 1. Our School's Application Form 2. A copy of the applicant's HKID card 3. Copies of the applicant's school exam report cards from the past two years (Primary 5 and Primary 6) 4. Copies of certificates and other relevant documents as listed on our school's application form (Please upload the documents according to the instructions provided on the application form.)

4. Admission Criteria and Weighting

Admission Criteria	Weighting
Overall Academic Performance and Ranking in Primary School	30%
Conduct (must achieve Grade B or above)	30%
Performance in extracurricular activities (including participation in group activities, community service, sports, music, speech, and art)	20%
Interview Performance	20%

5. Interview Arrangements

All applicants will be invited for an interview.

Interview Date: 8th March 2025 (Saturday)

The interview will be conducted in English and Chinese to assess the applicant's language proficiency, mathematical ability, and independent thinking skills.

Latecomers or absentees will be considered as having forfeited their opportunity and the school will not arrange a make-up interview.

6. Admission Results

Our school will notify the parents of all successful applicants included in the "Secondary One Discretionary Places" list via written notification and phone call on 31st March 2025 (Monday). For parents who have registered as users of the SSPA e-Platform (eSSPA) they can also receive the notice of successful discretionary places allocation through the platform on the same day.

This notification arrangement does not apply to waitlisted or unsuccessful applicants, nor does it represent the official allocation results. Parents are not required to respond to the notification.

All students participating in the allocation process will be informed of their allocation results, including discretionary places and central allocation results, on 8th July 2025 (Tuesday), under the usual procedures for Secondary School Places Allocation (SSPA).