

JU CHING CHU SECONDARY SCHOOL (TUEN MUN)

Application Form for Admission

For Official Use Only						
Registration Number		Class Assigned	()	House	<input type="checkbox"/> R	<input type="checkbox"/> Y <input type="checkbox"/> B <input type="checkbox"/> G
Category	<input type="checkbox"/> Transfer Student (F.1 / F.2 / F.3 / F.4 / F.5 / F.6)*					
Placement Test Result	Chin. (/) Eng. (/) Math. (/)			Submitted to <input type="checkbox"/> Discipline Office / <input type="checkbox"/> Guidance Division		
Interview Comments	Teacher-in-charge ()					
Student Personal Information						
Name in English		Name in Chinese		Photo		
HKID Card No.		Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female			
STRN		New Immigrants	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Date of Birth (dd/mm/yyyy)		Place of Birth	<input type="checkbox"/> Hong Kong <input type="checkbox"/> Others _____			
Home Telephone		Emergency Contact No.				
		Student Mobile No.	(if any)			
Home Address						
	District: <input type="checkbox"/> NT <input type="checkbox"/> KLN <input type="checkbox"/> HK					
Previous School Information						
Year	Name of School				Class of leaving school	
Parent/Guardian Information						
Guardian	Father <input type="checkbox"/> Guardian of the student	Mother <input type="checkbox"/> Guardian of the student	<input type="checkbox"/> Other(Relationship: _____)			
Name in English						
Name in Chinese						
HKID Card No.	()	()	()			
Occupation						
Office Tel. No.						
Home Tel. No.						
Mobile No.#						
Other Family Member Information						
Name in Chinese	Age	Gender	Relationship	Education Level	Name of School(if any)	

Mobile phone number of the guardian will be provided with **free** SMS service by the school to enhance home-school cooperation.

***Please attach the student's latest term report card, copies of proof of extracurricular activities or awards for reference.

Parent/Guardian Signature: _____

Date: ____/____/____(dd/mm/yyyy)

The information collected in this form will be used solely for the educational purposes of your child by the school and will be handled in accordance with the Personal Data (Privacy) Ordinance

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Procedures for Applying for Transfer to All Levels

1. Please submit the completed application form and relevant documents in person during office hours. The copies of documents include **identification document**, **academic report of the most recent year**, **recommendation letter** (if any), **proof of awards** (internal or external) or other **skill certificates** (if any), etc. When submitting the form, please bring the original documents for verification by the school.

Note: If the applicant is a newly arrived child from the Mainland, please submit the date of first entry to Hong Kong and the proof.

2. The school will arrange an **interview** and a **transfer test** within **three working days** after submission of the application form.

Notes:

- If the conduct does not meet the school's requirements, no interview will be arranged.
 - If the applicant does not receive any notification for **interview**, **transfer test**, or any other notice, it will be regarded as **not being admitted**.
3. Applicants must bring their own stationery for the **transfer test** (Chinese, English, and Mathematics).
 4. If both the **interview** and **transfer test** do not meet the school's standards, the applicant will not be admitted.

To obtain the application form:

- (1) Obtain in person from the school office.
- (2) Download from the school website: www.jcctm.edu.hk

Office hours:

Monday to Friday (9:00 a.m. to 5:00 p.m.),