

聖公會聖提摩太小學
2024年度小一入學申請須知（自行分配學位階段）

（一）以紙本形式交回「小一入學申請表」：

1. 交表日期：2023年9月25日至9月29日
2. 時 間：上午9:00-12:00 下午2:00-5:00
3. 地 點：九龍紅磡鶴園街19號
4. 交回「小一入學申請表」時，須攜帶下列有關證明文件：
 - 4.1 家長/監護人的身份證、護照或任何身份證明文件。（如家長/監護人委託別人代辦手續，則來人須出示家長/監護人身份證影印本。）
 - 4.2 (i) 申請人的香港出生證明書(正本及影印本)
(若在出生證書上最後一欄顯示申請人的香港特別行政區永久性居民身份是「未確定」，家長必須出示申請人的有效旅行證件或在港居留許可證的正本及影印本。)
(ii) 若申請人並無香港出生證明書，家長須出示申請人之外地出生證明書及獲在本港居留之身份證明文件的正本及影印本。
 - 4.3 家長或監護人居住地址之證明文件之正本及影印本(如水、電費單等)，該等文件上的姓名須與家長或監護人的姓名相同，以資證明。注意填寫申請表內之英文或中文地址要與單據相同，若申請人的家長與單據上姓名不符，則請單據人寫信證明與申請人之關係。
 - 4.4 在申請的小學名稱上填寫「聖公會聖提摩太小學」。
 - 4.5 如屬基督徒，須備洗禮證或堅信禮證之正本及影印本。
 - 4.6 如申報與學校有相同社團關係，須帶備聖公會會員證或用以證明為聖公會成員的文件正本及影印本。
 - 4.7 如有兄姊於本年就讀本校者，請影印兄姊之學生手冊第3頁及影印兄姊出生證明書，以資證明。
 - 4.8 如父母或兄姊為本校之畢業生，須帶備畢業證書正本及影印本，以資證明。
 - 4.9 有地址、學生姓名及貼上\$2.20郵票之白色回郵信封一個。

（二）以「小一入學電子平台」遞交申請：

1. 遞交日期：2023年9月21日至9月29日晚上11時59分
2. 「小一入學電子平台」申請程序，請按以下連結或掃描二維碼瀏覽教育局網址：
<https://www.edb.gov.hk/tc/edu-system/primary-secondary/spa-system/primary-1-admission/index.htm>
3. 「小一入學電子平台」的網址及二維碼：
<https://epoa.edb.gov.hk/login?lang=tc>
4. 安裝「智方便」流動應用程式的網址及二維碼：
<https://www.iamsmart.gov.hk/tc>



（三）本校於2023年11月20日(星期一)公布取錄名單，有關取錄名單會張貼於本校新校舍禮堂，亦會將取錄者的小一入學申請編號上載至本校網頁(www.stps.edu.hk)。

(四) 獲本校取錄的申請人必須於2023年11月22日至23日到本校辦理註冊手續。

(五) 如學童未獲本校取錄，家長在2024年1月27日至28日，前往教育局指定之統一派位中心，或透過「小一入學電子平台」為子女辦理選擇學校手續，以便參與「統一派位」。選擇學校時仍可將本校填入表格內，因根據小一入學統籌辦法，本校約有50%學額由教育局統一分配。

S.K.H. St. Timothy's Primary School

Primary One Admission in 2024 (Discretionary Places Admission Stage)

(A) Submission of the "Primary One Admission Application Form" in paper format:

1. Submission period: 25/9/2023 to 29/9/2023
2. Time: 9:00 a.m. – 12: 00 noon
2:00 p.m.- 5:00 p.m.
3. Location: **19 Hok Yuen Street, Hung Hom.**
4. When submitting the "Primary One Admission Application Form," please bring the following supporting documents:
 - 4.1 Parent/guardian's identification card, passport, or any identification documents.
(If the parent/guardian delegates someone else to handle the procedure, the person must present a photocopy of the parent/guardian's identification card.)
 - 4.2 (i) The applicant's Hong Kong Birth Certificate (original and photocopy).
(If the last column on the birth certificate shows that the applicant's Hong Kong Special Administrative Region permanent resident status is "undetermined," the parent must present the applicant's valid travel document or the original and photocopy of the residence permit in Hong Kong.)
(ii) If the applicant does not have a Hong Kong birth certificate, the parent must present the applicant's birth certificate from another country and the original and photocopy of the identity document proving the residency in Hong Kong.
 - 4.3 Original and photocopy of proof of residence address of the parent or guardian (e.g., water or electricity bills), and the name on those documents must match the parent or guardian's name for verification. Please ensure that the English or Chinese address filled in the application form matches the address on the supporting documents. If the parent's name does not match the name on the documents, the person providing the documents should write a letter certifying the relationship with the applicant.
 - 4.4 Please fill in the name of the desired primary school as "**S.K.H. St. Timothy's Primary School**".
 - 4.5 If the applicant is a Christian, please provide the original and photocopy of the Baptism Certificate or Confirmation Certificate.
 - 4.6 If the applicant has membership in the same organization as the school, please bring the original and photocopy of the Sheng Kung Hui membership card or any documents proving membership in the Sheng Kung Hui.
 - 4.7 If the applicant has siblings currently studying in the school this year, please make photocopies of the third page of their student handbook and their Birth Certificate to provide as proof.
 - 4.8 If the parents or siblings are alumni of the school, please bring the original and photocopy of the graduation certificate as proof.
 - 4.9 Please include a white envelope with the applicant's address, student's name, and affix a \$2.20 postage stamp.

(B) Submission of "Primary One Admission Application Form" via POA e-Platform (ePOA)

1. Submission period: 21/9/2023 to 29/9/2023 (till 11:59 p.m.)
2. To access the application process via ePOA, please follow the link below or scan the QR code to visit the Education Bureau website:

<https://www.edb.gov.hk/tc/edu-system/primary-secondary/spa-system/primary-1-admission/index.html>



3. Website and QR code for ePOA:

<https://epoa.edb.gov.hk/login?lang=tc>



4. Website and QR code for installing the "iAM Smart" mobile application:

<https://www.iamsmart.gov.hk/tc>



- (C) The school will announce the admission list on 20th November, 2023 (Monday). The list will be posted in the auditorium of our new school building and uploaded to the school's website (www.stps.edu.hk) along with the applicant's Primary One Admission Application number.
- (D) Applicants who have been admitted to our school must complete the registration process at our school on 22nd and 23rd November, 2023.
- (E) If the student is not admitted to our school, parents can visit the designated Central Allocation Center appointed by the Education Bureau on 27th and 28th January, 2024, or complete the school selection process for their children through the "Primary One Admission Electronic Platform" to participate in the "Central Allocation." When choosing a school, parents can still indicate our school on the application form. According to the Primary One Admission Allocation Policy, approximately 50% of our school's capacity will be allocated by the Education Bureau.