

Kwun Tong Government Secondary School
Secondary School Places Allocation 2023/2025
Application Information for Secondary 1 (S1) Discretionary Places (DP)
(Admission in September 2025)

1. Number of S1 Discretionary Places: 43 (30% of the school S1 places)

2. Distribution of Application Form:

- (i) Method: Application forms can be downloaded from the school website (<http://www.ktgss.edu.hk>) or obtained at the School Entrance starting from 9:00 a.m., 16th December 2024
- (ii) Time: Monday – Friday 9:00 a.m. - 5:00p.m.
Saturday 9:00 a.m.-12:00 noon

3. Methods of Application

A. Method 1: Submission of Application Form (hard copy) in Person

- (i) Date: 2nd January 2025 (Thu) to 16th January 2025 (Thu)
- (ii) Venue: School Office
- (iii) Time: Monday–Friday 9:00 a.m. - 5:00 p.m.
Saturday 9:00 a.m. - 12:00 noon
- (iv) Please submit the following documents:
 - (a) Application Form for S1 Discretionary Places issued by the Education Bureau
 - (b) The KTGSS Application Form for S1 Discretionary Places
 - (c) Copies of report cards of P5 and 1st Term in P6
 - (d) Copies of certificates and awards listed in Section (3) of the KTGSS Application Form (Please arrange in order)
 - (e) The **original copy** of student’s identity document must be presented for verification
 - (f) A return envelope (with address and a \$2.2 stamp) to facilitate the school notifying the applicant for an interview.

*Notes: Applicant needs not submit any recommendation letter from the primary school or personal portfolio.

- (v) An acknowledgement receipt will be issued immediately after submission of the application form.

B. Method 2: Submission of Application via the SSPA e-Platform

The Education Bureau (EDB) has implemented comprehensive digitalization of S1 admission this year (2023). Parents who have registered as SSPA e-Platform and “iAM Smart+” users may choose to submit DP applications via the SSPA e-Platform between 2nd January 2025 to 16th January 2025.

- (i) Procedures of Submitting Application Form
 - (a) Applicant should upload a file containing the documents required by the school* through the SSPA e-Platform. The maximum file size for each applicant is 25MB in

total. The system supports PDF format and common image file formats (GIF, BMP, PNG and JPEG).

*The required documents to be uploaded to SSPA e-Platform are shown as follows:

1. The KTGSS Application Form for S1 Discretionary Places
 2. Copies of report cards of P5 and 1st Term in P6
 3. Copies of certificates and awards listed in Section (3) of the KTGSS Application Form (Please arrange in order)
- (b) Applicants should submit the copy of the student's identity document(s) (e.g. the birth certificate, identity card or passport), and verify whether the student information shown on the SSPA e-Platform viz. the name of student, sex and date of birth is identical with those on the student's identity document(s).
- (c) In case of discrepancies in the information shown in the SSPA e-Platform, the applicant should notify their primary school (for a participating student) or the SPA Section of the EDB (for a non-participating student) immediately for rectification.

4. Notes for Applicant

- (i) Applicants (i.e. Parents or Guardians) should submit the duly completed Application Form together with other information required to the schools direct or submit application via the SSPA e-Platform. The existing SSPA mechanism remains unchanged. Disregard the applications are submitted in paper form or via the SSPA e-Platform, parents may apply to **not more than two participating schools**. If they apply to more than two participating secondary schools for DP, the chance of their child acquiring a DP will be forfeited.
- (ii) If parents have submitted paper Application Form to secondary school directly, they should not submit duplicate applications via SSPA e-Platform, and vice versa.
- (iii) If parents have submitted duplicate applications (i.e. submitted applications bearing the same application number to the same secondary school via both paper form and SSPA e-Platform), these applications will be regarded as one application only. Hence, duplicate applications will not increase the chance of being allocated to the school.
- (iv) Parents should not submit applications bearing the same application number to different secondary schools respectively via paper form and SSPA e-Platform. Otherwise, the chance of their child acquiring a DP will be forfeited.
- (v) Once application submitted, disregard in paper form or via the SSPA e-Platform, the applications cannot be retrieved or cancelled, and no change can be made to the order to school preference.

5. Admission Criteria and Weightings:

Items	Academic Results	Conduct	Extra-curricular Activity Awards	Talents & Services	EDB Rank Order List	Performance of Interview
Weighting (%)	30	10	5	5	20	30

6. Selection Criteria for Interview:

Criteria	Weighting
1. Academic Results	40%
2. Conduct	30%
3. Extra-curricular Activity Awards	10%
4. Talents	10%
5. Services	10%

7. Interview Arrangements:

(i) List of interviewees: Notification will be sent through **letter** to applicants on 19st February 2025. If applicants do not receive any letter notifications on 21st February, please contact our staff at 2343 6220 during office hours on or after 22nd February.

(ii) Date of Interview: 8th March 2025 (Saturday) or 15th March 2025 (Saturday)

(iii) Format of Interview: 5-6 students in one group

Content: ♦ Personal life and family ♦ School life ♦ Daily life
 Part 1 : Using Cantonese to discuss an assigned theme
 Part 2 : Using English to describe a picture

(iv) Assessment Criteria of the Interview:

Items	Weighting
1. Comprehension in Cantonese and English	30%
2. Communication skills	30%
3. Creativity and analytical thinking	20%
4. Manner	20%

(v) Latecomers or Absentees: Latecomers will not be entertained. NO make-up interviews will be arranged for latecomers or absentees.

8. Release of results:

(i) The school will notify parents of successful applicants of their children's inclusion in the Successful Lists for Discretionary Places by letter and phone on 31st March 2025 (Monday).

(ii) Allocation results for Discretionary Places and Central Allocation will be released on 8th July 2025 (Tuesday).