



Caritas Wu Cheng-chung Secondary School

2024-2025

Application for S1 Discretionary Places Guidelines

8 Northcote Close
Pokfulam, Hong Kong
Tel : 2817-2318
Fax : 2817-2320

Primary 6 students are invited to apply for S.1 Discretionary Places for the academic year 2024-2025. Details regarding the application are as follows:

- I. The number of Secondary 1 Discretionary Places of **Caritas Wu Cheng-chung Secondary School** ("CWCC")
(available for application for the academic year 2024-2025 is 30)
- II. Application Procedure
 - A) Submit the application form in person
 1. Date: From 2nd January, 2024 (Tuesday) to 16th January, 2024 (Tuesday) inclusive.
 2. Required documents:
 - a. Completed application form for Secondary 1 Discretionary Places
 - b. Completed CWCC application form (attach a student photo)
 - c. Copy of the school report card of Primary 5 (Second Term)
 - d. Copy of the school report card of Primary 6 (First Term)
 - e. Copy of the HKID card, birth certificate, or document(s) showing the date of birth and the identity of permanent residency in Hong Kong
 - f. Copy of relevant certificates, awards and/or proof of extra-curricular activities from Primary 4 to Primary 6 (if applicable)
 3. School Office Hours

Monday to Friday:	9:00 a.m. to 5:00 p.m.
Saturday:	9:00 a.m. to 12:00 noon
Closed on Sundays and public holidays	

B) Submit the application form by mail

1. Date: From 2nd January, 2024 (Tuesday) to 16th January, 2024 (Tuesday) inclusive [Postmark deadline: 16th January, 2024]
2. Required documents:
 - i. Refer to A2
 - ii. After receiving the parents' application and relevant documents by mail, our school will send back the "Parent's Copy" of the " Application form issued by the Education Bureau for Secondary 1 Discretionary Places " to the parents for their records.

C) Submit the application form by SSPA e-Platform

1. Date: The deadline for submitting applications via eSSPA is January 16, 2024, at 23:59 Hong Kong time.
2. Required documents:
Refer to A2
3. This only applies to parents who have successfully registered for an "iAM Smart+ " account and will submit their application for Secondary One Discretionary Places through the "Secondary School Places Allocation e-Platform".

* There is no need to provide recommendation letters of the primary school(s).

* Late submissions will not be considered.

* Applications cannot be withdrawn, cancelled or changed after submission.

III. Interview

All applicants will be given the opportunity for an interview. The interview dates will be scheduled from late January to early March 2024, specifically on Saturdays. Interviews will be conducted in batches according to the needs. Absentees will not be considered. No make-up interviews will be arranged. *Please bring along the original copy of the above documents (No. II, A2, iv – ix) for verification on the day of interview.

IV. Admission criteria of Secondary 1 discretionary places application are listed as follows:

Assessment Items	Weighting
"Rank Order List" provided by the EDB	20%
Academic achievement in Primary School	20%
Conduct	20%
Extra-curricular activities	10%
Interview performance	30%

V. Announcement of results

1. The school will notify parents of successful applicants of their inclusion in the Successful Lists for Discretionary Places by phone and e-mail on 27th March, 2024(Thursday). Even if you do not hear from us, you may choose our school at the Central Allocation stage.
2. The results of the Secondary 1 Discretionary Places application and Central Allocation will be released at the same time on 9th July, 2024 (Tuesday). There is no need to inquire about the results prior to the release date.

VII. Enquiries

Please contact us at 2817-2318 within school office hours for any enquiries.



Caritas Wu Cheng – chung Secondary School

Application Form for S.1 Discretionary Places

2024-2025

Applicant's Particulars

Name	Surname		Photo	
	First Name			
Sex	Male / Female	Place of Birth		
Date of Birth				(DD/MM/YY)
Religion (If applicable)		Nationality		
Correspondence Address				
Current school				
Relatives or friends studying in our school (if applicable)	Name :	Class :		Relationship :
	Name :	Class :		Relationship :
	Name :	Class :	Relationship :	

Academic Performance / Conduct / Extra-curricular Activities

Special talent(s)				
Academic Results & Conduct Grades in P.5 & P.6	Results of P.5 Final Examination		Results of P.6 1 st Term Examination	
	Chinese	English	Chinese	English
	Maths	Conduct	Maths	Conduct

Parents' /Guardians' Particulars (i)

Name			
Relationship with applicant		Occupation	
E-mail		Telephone No.	

Parents' /Guardians' Particulars (ii)

Name			
Relationship with applicant		Occupation	
E-mail		Telephone No.	
Whatsapp			

Parent/Guardian's Signature : _____ Date : _____

- * Applicants or their parents should submit the completed application form and other necessary documents listed in the Guidelines to the General Office of Caritas Wu Cheng-chung Secondary School in person or by post within the Form Collection Period from 2nd January, 2024 (Tuesday) to 16th January, 2024 (Tuesday). The postmark deadline is 16th January, 2024 (Tuesday).
- * Interview dates will be scheduled from late January to early March 2024, specifically on Saturdays.
- * Late submissions will not be entertained.
- * Parents should note that once submitted, the application form cannot be retrieved or cancelled and no change can be made to the order of school preference.
- * The school will notify parents of successful applicants of their inclusion in the Successful Lists for Discretionary Places by phone and e-mail on 27th March, 2024 (Wednesday).
- * The results of the Secondary 1 Discretionary Places application and Central Allocation will be released at the same time on 9th July, 2024 (Tuesday). There is no need to inquire about the results prior to the release date.
- * All information on the application form is collected for selection purposes only. Data of applicants who are not offered a place will be destroyed at the end of the scholastic year.