

瑪利諾中學
MARYKNOLL SECONDARY SCHOOL

中一自行分配學位須知
Notes for Secondary 1 Discretionary Places

1. 2025-2026 年度自行分配學額為 40 位。
Number of discretionary places for the year 2025-2026: 40
2. 學生可向**不多於兩所中學**提出「中一自行分配學位」申請，否則其獲得自行分配學位的機會將被取消。
Each student may apply to **not more than two secondary schools** for the Secondary 1 Discretionary Places, otherwise his/her chance of acquiring a discretionary place (DP) will be forfeited.
3. 家長填妥「中一自行分配學位」申請表，請將以下文件正、副本逕交回本校校務處或本校電郵 admin@maryknoll.edu.hk。
The completed application form should be submitted in person to our General Office or via email to admin@maryknoll.edu.hk together with the following documents (Originals and Copies).
 - a) 小五全年、小六上學期、小六全年成績表(如有)
School cards for P.5 (both Terms), P.6 (1st Term) and P.6 (both Terms) if any
 - b) 出世紙或身份證
Birth Certificate or Identity documents
 - c) 由入境事務處發出的有效簽證／進入許可(必須於 2025 年 3 月 12 日前呈交)
Valid visas/entry permits issued by Hong Kong Immigration Department (12th March 2025 on or before)
 - d) 已簽署的申請中一自行分配學位《承諾書》「學校存根」
Application for Secondary One Discretionary Places Signed Undertaking (School's Copy)
 - e) 領洗紙 (如為天主教徒)
Catholic Certificate of Baptism (applicable to Catholics)
 - f) 課外活動及獎項之證明文件
Relevant certificates, awards and/or proof of extra-curricular activities

備註：不需要提交小學推薦信

Remark: Recommendation letters from primary schools are not required.

4. 本校「中一自行分配學位」之評分準則：

Selection criteria:

	比重 Weighting (%)
學業成績 Academic achievement	30%
面試表現 Interview performance	30%
操行 Conduct	20%
課外活動 Extra-curricular activities participation	10%
小學校長或老師評語 Comments from Primary School Principal or Teachers	5%
校友、已領洗天主教徒、教職員子女或有親屬就讀本校 Alumni, Baptized Catholic, faculty members or relatives attending the school	5%

5. 若透過運動優才計劃申請入讀本校，需填寫補充資料表格。
Applicants for Talented Student Athletes Admission Scheme are required to submit the completed Additional Information sheet.
6. 整個申請程序無須繳交任何費用。
There is no charge for the entire application process.
7. 申請日期及辦公時間：
Application Date and Office hours：

二零二五年一月二日至一月十六日
星期一至五 上午九時至下午五時
星期六 上午九時至中午十二時
2nd to 16th January 2025
Monday to Friday (9:00 a.m. to 17:00 p.m.)
Saturday (9:00 a.m. to 12:00 n.n.)
8. 本校將以電郵通知所有申請同學有關面試安排，面試將以粵語為主、輔以英語進行，時間約為 10 至 15 分鐘。
Every applicant will be notified of the date and the time of the interview by E-mail. The interview will be conducted in Cantonese and supplemented by English. The interview duration would be about 10 to 15 minutes.
9. 首輪面試日期：二零二五年二月十六日(日)
次輪面試日期(部份申請者)：二零二五年三月一日(六)
First round interview date : 16th February 2025
Second round interview date : 1st March 2025
10. 申請結果學校將於二零二五年三月三十一日(星期一)透過書面及電話通知所有正取學的家長，學生如獲本校取錄，則不再經由統一派位分配學位。
Parents of successful applicants will be notified by mail and phone on 31st March 2025 (Monday). If students are admitted to the school(s) offering them Secondary 1 Discretionary Places, they will no longer be assigned through the Central Allocation.
11. 申請人在申請表格提供的一切資料，只作申請本年度的「自行分配中一學位」之用。待派位結果公佈後，所有資料均告銷毀。
All the information provided by the applicants will be only for the application of Secondary 1 Discretionary Places. All the information will be destroyed after the announcement of the allocation results.