

申請編號
Application No.

樂善堂梁錄琚書院
LOK SIN TONG LEUNG KAU KUI COLLEGE
(2026 – 2027)

近
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校方專用 For School Use	✓ / ✕
中一自行分配學位申請表	
小五成績表 副本	
小六成績表 副本	
身份證或出生證明書 副本	
課外活動及服務證明 副本	
回郵信封連郵票(\$2.20) 兩個	

中一自行分配學位申請表
Application Form for S1 Discretionary Place

學生姓名： (中文) _____ (英文) _____
Name (Chinese) (English)
出生日期(日/月/年)： _____ 性別： _____ 年齡： _____
Date of Birth (DD/MM/YY) Sex Age
出生地點： _____ 國籍： _____ 籍貫： _____
Place of Birth Nationality Place of Origin
到港日期(如適用)： _____ 學生註冊編號(STRN)： _____
Date of Arrival (If any) Student Reference No. (STRN)
香港身份證號碼： _____ 其他身份證明文件： _____ 如有，號碼： _____
HKID No. Other Identification Document If yes, No.:
住址 (中文)： _____
Address (Chinese)
(英文)： _____
(English)

關係 Relationship	聯絡次序 Contact Priority	姓名 Name	職業 Occupation	聯絡電話 Contact No.
父親 Father	1 / 2 / 3	(中)	行業 (Industry)	手提電話 (Mobile)
		(English)	職位 (Position)	住宅電話 (Home)
母親 Mother	1 / 2 / 3	(中)	行業 (Industry)	手提電話 (Mobile)
		(English)	職位 (Position)	住宅電話 (Home)
監護人 (請註明 關係) Guardian (Please specify relationship)	1 / 2 / 3	(中)	行業 (Industry)	手提電話 (Mobile)
		(English)	職位 (Position)	住宅電話 (Home)
其他聯絡電話 (緊急用途) Emergency Contact No. :		父母或監護人電郵地址(如有) : Parent's/Guardian's E-mail Address (If any)		

小六就讀學校： _____ 操行： _____
Primary School(s) attended Conduct

年 度 Year	課外活動或獎項 Extracurricular Activities / Awards
-	
-	
-	

是否有親人在本校就讀？(請在適當的 ☐ 加上 ✓ 號) ☐ 沒有
Relative(s) studied / is / are studying in our school (tick the appropriate box) No
☐ 有，姓名： _____ 關係： _____ 班級： _____ / ☐ 已畢業(畢業年份: _____)
Yes, Name Relationship Class Graduated (Year of graduation)

從何得悉本校資訊？(可多於一項)
How did you obtain the information of our school? (May tick more than one)
☐ 小學老師 Primary school teachers ☐ 校友 Our alumni ☐ 親友 Friends & relatives
☐ 本校校訊及刊物 Our school newsletter & publications ☐ 本校網頁 Our school website ☐ 其他(請註明) Others (please specify) _____

本人(等)證實以上所提供之各項資料及文件均屬事實。
I/We confirm that the information and the documents I/we have provided are true and complete.

申請人簽署： _____ 父母 / 監護人簽署： _____ 日期： _____
Signature of Applicant Signature of Parents / Guardians Date

校方專用：
For School Use _____

地 址 / Address：香港西營盤醫院道 28 號 / 28 Hospital Road, Sai Ying Poon, H.K.
電 話 / Phone No.：2858 7002 傳 真 / Fax No.：2857 2705 網 址 / Website：https://www.lstlkkc.edu.hk
電 子 郵 箱 / Email Address：admission@lstlkkc.edu.hk

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2026 – 2027 年度中一自行分配學位申請須知
Notes for Application for S1 Discretionary Place 2026 – 2027

1. 請以正楷填妥資料表並貼上近照。

Fill in the form in **BLOCK** letters. Paste a recent photo onto this Application Form.

2. 申請須於 **2026 年 1 月 2 日至 1 月 16 日** 以下列方式遞交：

Application should be made between **2 January and 16 January 2026** in one of the following ways:

- (i) 親身交回；或

In person ; or

辦公時間： (星期一至五) 上午 8:30 – 下午 5:00

Office hours: (Monday – Friday) 8:30 a.m. - 5:00 p.m.

(星期六) 上午 9:00 – 下午 1:00

(Saturday) 9:00 a.m. - 1:00 p.m.

- (ii) 透過「中一派位電子平台」網上遞交【截止時間 2026 年 1 月 16 日 (香港時間 23 時 59 分)】

Submit application via SSPA e-Platform (Cut-off time on 16 January 2026 at 23:59 (HKT))

3. 交回資料表時，須呈交下列文件：

Please submit the following documents along with the Application Form :

- (i) 中一自行分配學位申請表，包括「教育局存根」，「學校存根」及「家長存根」。(只適用於親身遞交資料表的申請)

Application Form for Secondary One Discretionary Place, consisting of the EDB's Copy, School's Copy and Parent's Copy. (Only applicable to application submitted in person)

- (ii) 學生之小五全年、小六上學期成績表副本*。

Photocopies of Primary 5 to Primary 6* School Reports.

- (iii) 身份證或出生證明書副本。

Photocopy of Birth Certificate or Identity Card.

- (iv) 課外活動及表現的證明文件及獎狀之副本。

Photocopies of Certificates / Supporting documents for outstanding internal or external achievements and awards.

- (v) 已貼上 \$2.20 郵費之回郵信封兩個。(只適用於親身遞交資料表的申請)

Two self-addressed and \$2.20 stamped envelopes. (Only applicable to application submitted in person)

* 註：如小學未發放小六上學期成績表，可先交此表格，並於稍後盡快補交。

Remarks: Primary 6 reports to be submitted when available.

4. 學生不需提交小學推薦信。

Recommendation letters from principal/teachers from primary schools are **not** required.

5. 面試將於 2026 年 3 月期間進行，所有學生將獲面試機會。本校會以電話及發信通知有關安排。

Interviews will be held in March 2026. All applicants will be invited to the interview. Applicants will be notified by phone and mail about the interview arrangement.

6. 在整體中一學額中，本校中一自行分配學額為 41 個。本校將以下列準則作為取錄標準。

The total number of S.1 Discretionary Places of our school is 41. The following criteria will be used as school admission standards.

評分比重如下：

Admission Criteria and Weightings of Discretionary Application :

申請學生成績次第名單	20 %	操行及考勤	15 %
EDB's Rank Order List		Conduct and attendance	
校內成績	20 %	課外活動、服務及獎項	15 %
Internal Examination Results		Extra-curricular activities, services and awards	
面試表現	30 %		
Performance in the interview			

7. 本校將於 2026 年 3 月 31 日透過書面及電話通知自行分配學位正取申請人。

Successful applicants for S1 Discretionary Place will be notified by letter and phone on 31 March 2026.

8. 統一分配學位結果將由教育局於 2026 年 7 月公佈，本校不再另行通知。

The result for Discretionary Place application will be announced in July 2026 with the Central Allocation results by the EDB. There will not be individual notification to applicants.

樂善堂梁銑琚書院
LOK SIN TONG LEUNG KAU KUI COLLEGE

「個人資料（私隱）條例」聲明
Personal Data (Privacy) Ordinance

本表格所收集的資料，將用以辦理入學事宜。本校可能會把這些資料披露予教育局或其他獲授權處理個人資料的學校，用以處理學位分配或其他有關教育的事宜。

The information collected in this form will be used for admission purpose. The school may disclose such information to the Education Bureau or other schools authorized to process the personal data for the purpose of dealing with the allocation of places or other related matters.

申請人必須在本表格提供個人資料及遞交相關資料。如提供的資料不足，本校可能無法處理有關申請。

You must provide your personal information and submit related documents. If the information provided is insufficient, our school cannot process your application.

申請人有權按照「個人資料（私隱）條例」第 18 和 22 條及附表一第六原則的規定，查閱及改正個人資料。查閱資料的權利，包括取得本表格/紀錄所載個人資料的副本。

Under the provisions of sections 18 and 22 and the Sixth Principle of the Personal Data (Privacy) Ordinance, you have the right to access and correct your personal information. The right of access to information includes obtaining a copy of the personal data and record put in this form.

如欲查詢有關本表格收集的個人資料，包括查閱及改正資料，請與本校校務處職員聯絡。地址：香港西營盤醫院道 28 號，電話：2858 7002。

For enquiries about the personal data collected in this form, including access to and correction of information, please contact our General Office staff at 28587002. School Address: 28 Hospital Road, Sai Ying Poon, HK.

備 註 Remarks

根據教育局規定，非本地兒童無權獲香港官立及資助學校所提供的學位。若申請人為非本地兒童（持單程證來港的內地兒童為合資格的本地兒童），其申請將自動失效。

According to the Education Bureau, non-local children are not entitled to receive education in government schools or aided School in Hong Kong. If the applicant is a non-local child (excluding the child holding the single entry permit), the application will be considered as invalid.