



# Marymount Primary School

336 Tai Hang Road, Happy Valley, Hong Kong

Tel: (852) 2572 8728

Fax: (852) 2572 4131

Website: [www.mps.edu.hk](http://www.mps.edu.hk)

7 September 2022

Dear Parents/Applicants,

## Primary One Admission (POA) 2023 - 2024 Discretionary Places Admission Stage 小一自行分配學位

Marymount Primary School is an aided Primary School. In line with the procedures for processing discretionary places suggested by the Education Bureau (EDB) and currently adopted by schools in Net No. 12, Hong Kong Island, the following outlines our way of handling applicants for Primary One Admission in September 2022, Discretionary Places Admission Stage:

### 1. Handling of Applicants with Equal Scores

Our school will ask the Education Bureau (EDB) to draw lots for us. Results will be posted on the Glass Door at our school entrance and uploaded to our website [www.mps.edu.hk](http://www.mps.edu.hk) on **21 November 2022 (Monday)**.

### 2. Meeting with Parents/Applicants and Applicant's Portfolio

According to guidelines stated in the EDB Leaflet--*Primary One Admission for September 2023*, "Schools must not conduct tests or interviews on the applicant children's acquired curriculum knowledge." in the Discretionary Places Admission Stage. Our school, therefore, will **NOT** meet with parents/applicants and will **NOT** accept any form of portfolio.

Submission of Application Form will be held from **26 – 30 September 2022** at our school. Please see the attached information carefully. For enquiries, please call our School Executive Officer, Ms. Maxine Lee at 2572 8728. Thank you for showing interest in Marymount Primary School. God bless.

Yours sincerely,

Brenda Lo (Ms.)  
Principal

# PRIMARY ONE ADMISSION (POA) 2023-2024

## “Discretionary Places Admission” Stage 小一自行分配學位

### Submission of Completed Application Forms

Dates	: 26 - 30 September 2022
Time	: 9:00 a.m. – 11:30 a.m. & 2:00 p.m. – 3:30 p.m.
Venue	: Marymount Primary School (School Office)

Please bring along the following documents:

1. The completed Application Form (three in one) OR the completed downloaded version (only one copy is needed)  
For the downloaded version, there is no need fill in the POA Application No. on the top left corner  
已填妥的「小一入學申請表」(一式三份)或網上下載版本(只需填寫一份)  
如家長採用網上下載申請表版本,請勿填寫左上角的「小一入學申請編號」
2. Applicant's Hong Kong Birth Certificate (original & photocopy)  
出生證明文件(正本及副本)  
If “Status of permanent resident of the Hong Kong Special Administrative Region” in the last column of the Birth Certificate is “not established” or non-holder of Hong Kong Birth Certificate, the original and photocopy of travel document (s) (e.g. passport, overseas birth certificate) are required
3. HKID card/Passport/other proofs of identity of Applicant's parent/guardian (original & photocopy)  
If parent/guardian authorizes another party to submit the completed application form, the authorized person should provide the photocopy of the parent's/guardian's proof of identity  
家長或監護人身份證(正本及副本) 代報名者需遞交家長或監護人身份證副本
4. Proof of residential address (within the last three months) (original & photocopy)  
e.g. utility bills (water/electricity/gas/residential telephone)  
最近三個月的居住地址的證明文件(正本及副本) 例如:水、電、煤等收據單據或差餉單
5. Having a sister who is currently studying at MPS: 姊姊現時在本校就讀:  
-- Sister's Student Handbook (2022-2023) with student photo (original & photocopy)  
姊姊本年度手冊(2022-2023)(有學生相)(正本及副本)  
-- Sister's Hong Kong Birth Certificate (original & photocopy) 姊姊出生證明文件(正本及副本)
6. Having a sister who has graduated from MPS: 姊姊在本校畢業:  
-- Sister's Certificate of Graduation (original & photocopy) 姊姊畢業證書(正本及副本)  
-- Sister's Hong Kong Birth Certificate (original & photocopy) 姊姊出生證明文件(正本及副本)
7. Having a parent who has graduated from MPS: 家長在本校畢業:  
-- Parent's Certificate of Graduation (original & photocopy) 家長畢業證書(正本及副本)  
-- Parent's Hong Kong Birth Certificate (original & photocopy) 家長出生證明文件(正本及副本)
8. Catholic Student: 天主教徒:  
-- Certificate of Baptism (original & photocopy) 領洗紙(正本及副本)

Please refer the POA 2023 guidelines on the EDB Website for the submission  
<https://www.edb.gov.hk/tc/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html>

Late or incomplete submission will not be taken into consideration