2026-2027 年度 五年級上學期
插班生入學申請程序

(一) 申 請 方 法 ： **網上申請**

有意申請為插班生的申請人家長可透過本校網頁遞交申請表格。成功遞交後，電郵會收到申請表格的副本。

請按此連結進行網上申請。

截止日期：2026 年 9 月 11 日 正午 12:00 時

(二) 申 請 年 級 ： 五年級

(三) 遞 交 文 件 ： 遞交申請表時，請預備以下文件的電子檔案：

1. 申請人最近的證件照片
2. 申請人最近兩年的成績表副本
3. 校外比賽/活動的經驗及證明文件/證書 (如有) (不多於 4 張 A4 紙)

上載電子檔案格式要求如下：

	內容	**格式(檔案大小不超過 10MB)**
i.	證件照片	以 JPG 或 PNG 檔案 檔案名稱：申請人的「中文姓名」 (檔名例子：陳小明)
ii.	最近兩年的成績表副本	請提交一個 PDF 檔案 檔案名稱：申請人的「中文姓名」+「成績表」 (檔名例子：陳小明成績表)
iii.	校外比賽/活動的經驗及證明文件/證書	請提交一個 PDF 檔案 檔案名稱：申請人的「中文姓名」+「證明文件」 (檔名例子：陳小明證明文件)

(四) 入 學 試 ：

1. 校方收到申請表後，會視乎學額數量於 8 月期間安排入學試。
2. 獲入學試的申請人會接獲本校電郵通知。如在 2026 年 9 月 30 日(星期三)仍未收到本校發出的電郵通知，即代表未獲安排參加入學試。

(五) 費 用 ：

1. 交申請表時無須遞交任何費用。
2. 被邀到本校參加入學試的學生須遞交報名費用$40。

(六) 備 註 ： 申請者所有遞交的文件副本只作為是次入學試參考之用，本校會於完成申請後將有關文件全部銷毀，**恕不退回**。

Mid-joiners Admission Procedure for Primary 5

(I) How to apply:

Parents of applicants who are interested in applying for admission can submit the application form online. After successful submission, a copy of the application form will be sent to you via email.

Please click here to apply.

Application deadline: 12:00 noon, 11 September, 2026

(II) Levels open for admission:

Primary 5

(III) Documents to be submitted:

Please prepare the following e-documents when submitting the application form:

a. 1 recent passport photo of the applicant.
b. Copies of school reports from the last two years.
c. Copies of certificates or documents of experiences and achievements in competitions / activities (should not consist of more than 4 sheets of A4 paper).

The format required for the uploaded files:

	Contents	File Format (The file size should not exceed 10MB)
1.	Recent passport photo	In JPG or PNG format. Name of the file: The applicant's Chinese name e.g.: Chan Siu Ming
2.	Copies of the school reports from the last two years	Save all reports as 1 PDF. Name of the file: The applicant's Chinese name + "school reports" e.g. Chan Siu Ming school reports
3.	Copies of certificates or documents of experiences and achievements in competitions / activities	Save all documents as 1 PDF. Name of the file: The applicant's Chinese name + "documents" e.g. Chan Siu Ming documents

(IV) Entrance Examination:

a. Depending on the availability of vacancies, an entrance examination will be arranged in August after the application form is received.
b. Qualified applicants will be notified of the date, time and venue of the examination by e-mail. If you have not received an email notification from our school by 30 September, 2026(Wednesday), it means you have not been scheduled for an entrance examination.

(V) Application Fee:

a. No fees will be charged for submitting the application form.
b. Students invited to take the entrance examination are required to pay an application fee of $40.

(VI) Remark:

All submitted documents are used for reference in the application only. The school will destroy all submitted documents after the release of the application result, and the documents **will not be returned**.