



保良局羅氏基金中學  
Po Leung Kuk Laws Foundation College

將軍澳陶樂路 8 號 No. 8 To Lok Road, Tseung Kwan O

2023 至 2024 年度入學申請表

Application for Admission 2023-2024

由學校填寫 For School Use Only

Application No.

Date

申請人資料 Applicant's Information

姓名 Name	中文姓名 Name in Chinese	性別 Gender <input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	申請人近照 Applicant's Recent Photo
	英文姓名 Name in English		
申請班級 Form / class applying for			
出生日期 Date of Birth	/ / (DD 日 / MM 月 / YYYY 年)	年齡 Age	
國籍 Nationality		出生地點 Place of Birth	
香港出生證明書/身份證號碼/其他 (請註明) HK Birth Certificate/ ID No. / Others (Place specify)			
住址 Home Address	中文 Chinese		
	英文 English		
通訊地址(如與上列不同) Correspondence Address (if different from above)	中文 Chinese		
	英文 English		
電話 (住宅) Tel (Home)			
<b>曾就讀學校 Previous Schools Attended</b>			
年份 Year	班級 Class / Form	學校 Name of School	
<b>申請人的專長和興趣 (包括體育、社會服務、藝術等) 如不敷應用，請另頁書寫</b> <b>Talents and Interests of the Applicant (including sports, community service, art, etc.)</b> Should the space be insufficient, please attach a A4 paper			

## 家庭成員資料 Family Information

	姓名 Name	聯絡電話 Telephone	職業 Occupation	工作機構名稱 Name of Company
父親 Father	中文 Chinese			
	英文 English	電郵地址 Email address		
母親 Mother	中文 Chinese	聯絡電話 Telephone		
	英文 English	電郵地址 Email address		
監護人 Guardian (如適用 If Any)	中文 Chinese	聯絡電話 Telephone		
	英文 English	電郵地址 Email address		

### 兄弟在本校就讀 Sibling(s) studying in this school

姓名 Name	班別 Class	就讀期間 Duration	與申請人之關係 Relationship

### 本校任職之親友 Connections

你有否認識現時於本校任職之人士?

Do you know anyone working in Laws Foundation College?

否 No     有 Yes: 姓名: \_\_\_\_\_    現職: \_\_\_\_\_    關係: \_\_\_\_\_  
Name                      Present Position                      Relationship

## 報名須知 Information on Application

1. 入學申請表格已放置在本校校務處，有意申請入讀本校者，可到本校校務處索取；亦可經由本校網頁下載申請表格。  
Application forms can be obtained from our school or downloaded from our website.
2. 申請人請親身將下列文件交回本校(以 A4 紙張為佳)，為避免郵遞失誤，郵寄、電郵或傳真恕不接受。  
The applicant is required to submit the following documents (A4 paper size) in person. Documents sent via mail, email or fax will not be processed.
3. 遞交申請表時，請附下列證明文件之影印副本，附件頁數(不包括申請表)請勿超過 **12 頁**(雙面影印):  
Please include a copy of the following documents which should be printed on both sides and no more than a total of 12 pages, excluding the application form:
  - 填妥並已貼上近照之申請表連同報名費港幣五十元正(只收現金)  
The completed application form with a recent passport-sized photograph attached together with the application fee of HK\$50 (cash only).
  - 小學五年級及小學六年級上、下學期成績表影印副本。  
All available copies of the 1<sup>st</sup> term and 2<sup>nd</sup> term Primary 5 & 6 school reports.
  - 課外活動表現及服務的證明文件及其他特別才藝的文件影印副本。  
Evidence of participations and achievements in extra-curricular activities and service.
  - 有關英語及普通話水平之證明 (如適用)。  
Evidence showing good English and Putonghua skills (if available).
  - 香港身份證副本。  
Photocopy of Hong Kong I.D. Card.
  - **貼妥郵票(\$3.3)**之回郵長信封(23cm x 10cm)三個，請寫上申請人姓名及地址。  
Enclose 3 self-addressed and **stamped (each HK\$3.3)** envelopes (23cm x 10cm) with applicant's name and address.
4. 收生準則及比重 Admission Criteria and Weighting
  - 學業成績 Academic performance (30%)
  - 活動與獎項 All-rounded development (20%)
  - 操行及態度 Conduct & Attitude (10%)
  - 面試表現 Interview performance (30%)
  - 其他 Others (10%)
5. 學費 Tuition Fee
  - 中一全年學費港幣\$19,800 (分十期繳交)。下學年學費將有所調整，但加幅將不會多於 10%。  
Annual school tuition fee for S1 is \$19,800 (10 installments) The school fee will be raised by not more than 10% next year.
  - 為鼓勵成績優異之學生，本校設有獎學金。  
To encourage academic excellence, an academic scholarship scheme has been set up.
  - 清貧學生，包括來自領取綜援家庭的學生及領取學生資助辦事處(學生資助處)財政資助的學生，可申請學費減免。  
Needy students, including those from families receiving the CSSA and students receiving financial assistance provided by the Student Finance Assistant Agency (SFAA) could apply for school fee remission.
  - 有關學費減免及獎學金詳情，請參閱本校網頁。  
For further information of fee admission and academic scholarship, please visit our school website.
6. 面試及入學評估時間及地點將另行通知。  
The time and place for interview and admission assessment will be announced later.
7. 面試時請出示有關文件正本以供核實。  
Original copies of the relevant documents should be submitted for inspection during the interview.
8. 獲得取錄之申請人將由學校書面通知。  
The School will notify successful applicants in writing.

## 學校政策聲明 Policy Statements

1. 目的 Purpose

本校收集閣下之個人資料作為考慮閣下申請本校學位之用。獲取錄之學生的個人資料將被納入本校學生紀錄中。

The personal data collected by the school is for consideration of your application. Data of successful applicants will be kept as part of the school's student records.

2. 資料使用 Data User

只有本校授權人士方可查閱及使用閣下提供之資料。

Only authorized personnel can access and use the data provided.

3. 資料儲存 Retention of Data

除非獲申請人同意，否則本校會於是次招生程序完結後，將申請人之資料銷毀。

Unless otherwise consented by applicants, unsuccessful applications will be destroyed upon completion of the admission.

4. 資料更改 Data Correction

申請人如欲查閱及更改所提供之人資料，請以書面交回本校校務處。

Applicants who wish to request access to, and correction of, their personal data may write to the General Office.

5. 所有遞交文件費用恕不歸還。

All documents and application fee submitted will not be returned.

## 申請人聲明 Declaration of the Applicant

本人已閱讀及明白 貴校收集個人資料的政策。

本人於此申請表及向 貴校提供之其他資料，均完整無誤。本人明白，任何虛報或隱瞞重要事實之行為，會導致本人之申請不獲考慮。

I confirm that I have read and understood the policy statements of Po Leung Kuk Laws Foundation College on Personal Data Collection.

The information I supplied in this form and any attachment is complete and correct. I understand that any willful misrepresentation or withholding of material information will lead to disqualification from the admission.

家長/監護人簽署

Signature of Parent/Guardian

家長/監護人姓名

Name of Parent/Guardian

日期

Date

### 遞交表格注意事項 / Remarks on Application form Submission

請將填妥之申請表格連同所需文件及費用，於辦公時間內親臨保良局羅氏基金中學遞交。(郵遞或傳真申請，概不受理)

The completed application form must be submitted **IN PERSON** to Po Leung Kuk Laws Foundation College.

(Application made by post or fax will NOT be entertained)

地址 : 新界將軍澳陶樂路8號 (查詢電話: 27018778)

Address No. 8 To Lok Road, Tseung Kwan O, New Territories (For enquiries: 27018778)

報名時間 : 星期一至五 上午九時至下午四時

星期六 上午九時至中午十二時

Application : Monday to Friday 9:00am – 4:00pm

Hours Saturday 9:00am – 12:00nn