



LUI CHEUNG KWONG LUTHERAN COLLEGE

Secondary One Admission (Discretionary Places) 2024-25

(A) Application Procedures

1. From 25th October, 2023 to 16th January, 2024, application form (Discretionary Places) can be:
 - a. downloaded from the school website: (<http://www.lck.edu.hk>)
 - b. obtained in person at the General Office during office hours*
2. All application materials should be submitted to the school general office by hand (Applicants may also choose to submit DP applications via the SSPA e-Platform) from 2nd January, 2024 to 16th January, 2024.

*** Office hours:**

Monday to Friday: 9:00 am-4:00 pm

Saturday: 9:00 am-12:00 noon

(B) Discretionary Places: 40

(C) Criteria & Weighting

1. Academic Performance 50%
2. Conduct, Extra-curricular Activities & Community Service 20%
3. Interview Performance 30%

(The interview will be conducted in Cantonese and English. A letter of invitation to attend the interview held on 9th March 2024 will be sent to **ALL CANDIDATES.**)

(D) Application materials should include:

1. the completed Lui Cheung Kwong Lutheran College S.1 Application Form attached with a recent photo;
2. a photocopy of HKID Card and birth registration document;
3. the completed Application Form for S.1 Discretionary Places issued by EDB;
4. photocopies of P.5 & P.6 academic reports;
5. photocopies of Qualifications/ Certificates/ Awards; and
6. a stamped self-addressed envelope (with the name and address of the student).

* Recommendation Letter from primary school is **NOT** necessary.

(E) Results

Our school would notify successful applicants of their inclusion in the Successful List FOR S1 Discretionary Places on 27th March, 2024. **Admission results will be announced by the EDB on 9th July, 2024.**

PERSONAL INFORMATION COLLECTION STATEMENT – APPLICABLE TO
SECONDARY ONE ADMISSION (DISCRETIONARY PLACES)

1. Personal data collected from applicants and/or their parents/guardians will be used for processing applications for Secondary One Admission (Discretionary Places), verifying the applicant's identity, academic records, school reports, examination results and other information relating to the applicant and parents/guardians provided.
2. The provision of personal data is voluntary. However, if you do not provide us with your personal data, we may not be able to process your application which may influence the outcome of the application.
3. We, Lui Cheung Kwong Lutheran College (hereafter, "we" or "us"), recognise our responsibilities in relation to the collection, retention, processing, use and transfer of personal data under the Hong Kong Personal Data (Privacy) Ordinance (Cap. 486). Data will be disclosed when applicants and/or their parents/guardians approved and may also be disclosed in response to requests from law enforcement agencies or other government and regulatory authorities.
4. Upon completion of the admission procedures, all the personal information collected will be destroyed.
5. Data subjects (e.g. applicants/students and parents/guardians) have the right to request access to and correction of personal data held by us, pursuant to the PDPO. You may also request us to inform you of the type of personal data held. Requests for access and correction should be addressed in writing to lckoffice@lck.edu.hk by email.



路德會呂祥光中學

2024-25 年度「中一自行分配學位」入學申請須知

(A) 申請手續

1. 索取報名表(中一自行分配學位)方法：
由 2023 年 10 月 25 日至 2024 年 1 月 16 日
 - a. 於本校網頁下載 (<http://www.lck.edu.hk>)
 - b. 於辦公時間內親臨本校校務處索取
2. 填妥之表格及所需文件，可選擇 親臨本校 或 透過教育局的「中一派位電子平台」 遞交：
收表日期：2024 年 1 月 2 日至 2024 年 1 月 16 日
辦公時間： 星期一至星期五 上午 9 時至下午 4 時
 星期六 上午 9 時至正午 12 時

(B) 自行分配學位數目： 40

(C) 收生準則及比重

1. 學業成績 50%
 2. 操行、課外活動及服務表現 20%
 3. 面試表現 30%
- (面試日期為 2024 年 3 月 9 日(星期六)，面試會以英語及粵語進行。所有申請者均有面試機會，而面試時間將另致函通知)

(D) 所需文件

1. 已填妥之「路德會呂祥光中學中一自行分配學位」申請表，並貼上半身近照；
 2. 身份證及出生紙影印本；
 3. 已填妥之「中一自行分配學位申請表」(由教育局派發，有學校存根、教育局存根及家長存根的三個相聯部分)；
 4. 小五及小六成績表影印本；
 5. 參加課外活動及服務資料的影印本；
 6. 一個寫有學生姓名、回郵地址及貼有郵票的信封。
- * 毋須遞交小學推薦信

(E) 結果公佈

本校將於 2024 年 3 月 27 日以書面及電話通知正取學生的家長，有關申請已獲本校納入《自行分配學位正取名單》。所有中一學位分配結果將於 2024 年 7 月 9 日經由申請者所屬小學公佈。

個人資料收集聲明 – 適用於中一自行分配學位申請

1. 本校收集學生及家長或監護人的個人資料，以處理及跟進其以填表方式提出的中一自行分配學位申請。本校所收集閣下的個人資料，只會用於處理閣下有關學位申請的要求或查詢。
2. 閣下應於申請表上填妥完整的資料以便本校作篩選用途。如閣下未能提供有關資料，將可能影響閣下的申請結果。
3. 本校所收集得的個人資料將會絕對保密。本校承諾遵守《個人資料（私隱）條例》，以保護個人資料私隱。為此，本校會採取切實可行步驟，確保嚴格依照《個人資料（私隱）條例》有關私隱、保密及保安條文的標準，處理一切個人資料。除非獲得資料當事人同意或在法律強制下，否則本校不會向外界機構或團體披露當事人在作出要求或查詢時所提供的任何個人資料。
4. 在完成中一收生程序後，閣下的個人資料將會被銷毀。
5. 根據《個人資料（私隱）條例》的規定，資料當事人有權查閱及更正本校持有其個人的資料。如欲查閱或更改本校所持有閣下的個人資料，請發電郵至 lckoffice@lck.edu.hk 路德會呂祥光中學收。