



2026 - 2027 中一自行分配學位申請

申請須知

2026 - 2027 年度中一自行分配學位入學(2026年9月入讀中一)申請之手續簡述如下：

1. 派發申請表格：申請人可於 **2025年12月1日至2026年1月16日** 到本校索取或於本校網頁 www.smcc.edu.hk 下載；
2. 申請日期：**2026年1月2日至1月16日** (請選擇以下(I或II)其中一種申請方法)

I. **親臨本校申請**：須攜帶以下文件到本校辦理手續：

- a. 教育局「中一自行分配學位申請表」(三色存根)
- b. 已填妥及貼上近照之本校報名表
- c. 申請人之香港身份證或出生證明書**正本及副本**
- d. 小五全年(上、下學期)及小六上學期成績表**正本及副本**
- e. 小五及小六所獲獎項或證書(如適用)**正本及副本**
- f. 已貼二元二角郵票之回郵信封(寫上收信地址及申請人名字)**兩個**(作面試通知及取錄通知之用)

辦公時間：星期一至五 上午九時至下午五時

星期六 上午九時至中午十二時

II. **網上申請(經教育局「中一派位電子平台」)**：

如家長已登記成為教育局「中一派位電子平台」用戶並以「智方便+」綁定帳戶，家長可選擇透過教育局「中一派位電子平台」遞交自行分配學位申請。

家長需要透過「中一派位電子平台」遞交以下文件之電子檔案(**掃描檔**)：

- a. 已填妥及貼上近照之本校報名表(**掃描檔**) (於本校網頁下載)
- b. 申請人之香港身份證或出生證明書**掃描檔**
- c. 小五全年(上、下學期)及小六上學期成績表**掃描檔**
- d. 小五及小六所獲獎項或證書(如適用)**掃描檔**

家長請注意，於網上平台遞交的文件須符合教育局「中一派位電子平台」之格式要求，文件掃描檔案必須清晰可見。本校將透過**電郵發放面試通知書**，請務必提供能收發訊息的電子郵。本校將**不會**以郵遞方式寄出書面通知予經網上遞交申請表之申請者。



3. 收生準則及比重：

學業成績	操行	面試表現	課外活動	與學校聯繫
50%	10%	25%	10%	5%

4. 本校中一自行分配學額：**40名**（學校編號：129）；
5. 申請人無須提交任何推薦信；
6. 申請表及證明文件一經遞交，不可撤回、取消或更改選校次序；
7. 申請者只需選擇一種遞交方式以遞交申請表，重覆申請教育局或不受理；
8. 本校定於 **2026年3月7日** 為**所有申請人**進行面試，學校會於面試前約兩星期發信(如經紙本申請)或發電郵(如經電子平台申請)通知有關事宜。如申請人當天未能出席，本校將**不會**另作安排；
9. 本校將於 **2026年3月31日** 透過**電話**通知所有正取學生的家長其子女已獲納入本校中一自行分配學位正取學生名單，本校亦會發信(如經紙本申請)或發電郵(如經電子平台申請)通知有關事宜。
10. 如家長已登記成為「中一派位電子平台」用戶，亦可於同日透過電子平台接收自行分配學位正取學生通知；
11. 中一自行分配學位結果將於 **2026年7月7日** 與統一派位結果一併公布；

如有任何查詢，請致電本校校務處何小姐 2577 5347。



2026–2027

Application for Secondary 1 (S1) Discretionary Places (DP)
Information for Application

Details of the captioned event are as follows:

1. Distribution of Application Forms: Applicant may obtain the application form from our school or download it from our school website, www.smcc.edu.hk **from December 1, 2025 to January 16, 2026.**
2. Application: **January 2 to 16, 2026 (Please choose ONE submission method (I or II) only)**
 - I. **Submission of application in person**: Applicant should submit the following:
 - a. “Application Form for S1 Discretionary Places” issued by EDB
 - b. A completed school application form with recent photo
 - c. Applicant’s HKID Card or Birth Certificate (**original and photocopy**)
 - d. Primary 5 annual and Primary 6 first term academic reports (**original and photocopy**)
 - e. Awards and certificates obtained in Primary 5 and Primary 6 (if applicable) (**original and photocopy**)
 - f. **Two** \$2.2-stamped self-addressed envelopes (for notification of interview and acceptance)

Office hours :	Mondays to Fridays	9:00 am to 5:00 pm
	Saturdays	9:00 am to 12:00 noon

II. Submission of application by SSPA e-Platform

Parents registered as SSPA e-Platform users and bound their account with “iAM Smart+” they may also choose to submit DP applications via the SSPA e-Platform.

The application should comprise the following documents:

- a. A completed school application form with recent photo (downloadable from school website)
- b. Applicant’s HKID Card or Birth Certificate (**scanned copy**)
- c. Primary 5 annual and Primary 6 first term academic reports (**scanned copy**)
- d. Awards and certificates obtained in Primary 5 and Primary 6 (if applicable) (**scanned copy**)

Parents should note that all documents submitted via the e-Platform should conform to the format requirement of the SSPA e-Platform, and the scanned document should be clearly visible. Notifications regarding interviews and admissions will be sent via email. Please ensure your email address is active and accessible.



3. Admission Criteria and Weighting:

Academic Results	Conduct	Interview Performance	Extra-curricular Activities	Connections with school
50%	10%	25%	10%	5%

4. Number of Discretionary Places: **40** (School Code: 129)
5. Recommendation letters are NOT required.
6. The application made is irrevocable and cannot be cancelled upon submission.
7. Applicants should submit only **ONE** application. **Multiple submissions will NOT be entertained.**
8. Interviews for admission will be held on **March 7, 2026**. Applicants will be notified of their interview date two weeks in advance. Those applying via the SSPA e-Platform will receive an **email**, while those applying in person will receive a **postal notification**. **If the applicant is absent from the interview, no makeup interview will be arranged.**
9. The school will inform parents of their children's successful application for Discretionary Placement and their inclusion in the Successful Shortlist of Applicants on **March 31, 2026**, via **phone**. Applicants who apply through the SSPA e-Platform will receive an email notification on the same day, while those who apply in person will be notified by post.
10. Both the results of S1 Discretionary Places and Central Allocation will be released on **July 7, 2026**.

For enquiries, please call Miss Ho of school General Office at 2577 5347.