

**Tuen Mun Catholic Secondary School**  
**2021-22 Guidelines for Form One Application**

**I. Application Criteria**

- ※ Conduct grade B or above;
- ※ Excellent academic performance;
- ※ Outstanding performance in extra-curricular activities

**II. Application Procedures**

**1. Collecting Application Forms**

- ※ Date & Time:
  - 6<sup>th</sup> July 2021 – 8<sup>th</sup> July 2021 8:30 a.m. - 5:00 p.m.
  - 9<sup>th</sup> July 2021 8:30a.m – 4:00p.m.
- ※ Methods of collection:
  - Collect the forms personally at the Reception Desk located at the lobby of the School at Kin Sang Estate, Tuen Mun
  - Download the application form the school website  
( <https://www.tmcss.edu.hk/tmcss/?lang=en> )

**2. Submission of Application Forms**

- ※ Deadline of Submission: 9<sup>th</sup> July 2021 4:30p.m.
- ※ Venue: School Office of Tuen Mun Catholic Secondary School
- ※ Documents required for the application form submission:
  - (1) Original Copy of the student's Certificate of Birth or Hong Kong I.D. Card (return after checking),
  - (2) Photocopy of the student's Certificate of Birth or Hong Kong I.D. Card,
  - (3) Photocopy of the student's P.5 & 6 report cards,
  - (4) Photocopy of certificates or documents related to the student's academic performance,
  - (5) Photocopy of certificates or documents related to the student's performance in extra-curricular activities,
  - (6) For those Catholic students, please attach the photocopy of the Certificate of Baptism
  - \* Excluding the original copies, all photocopies for the reference purposes will not be returned to individual students. Submission of recommendation letters issued by primary schools is not necessary.

**3. Enrolment Fee**

HK\$10 will be collected upon receiving the application form from the applicant.

### **III. Face-to-Face Interviews (No video interviews will be arranged.)**

1. Eligible students will be contacted by phone.
2. Original Copies of the documents should be checked at the interviews.

### **IV. Inquiries**

1. Please call 2463 2082 and contact the vice principal Ms. Wong Wai Ping or the assistant vice principal Ms. Lam Siu Yau for inquiries.
2. Inquiries through [principal@home.tmcss.edu.hk](mailto:principal@home.tmcss.edu.hk)

**\*\* Interviews will only be conducted in case students allocated to our school give up their seats.**

### **V. Notice of collecting personal data**

1. All information collected by the school will be used for assessing the allocation of places and the related matters. The information will be destroyed after the completion of the admission procedure.
2. According to the Personal Data (Privacy) Ordinance, the applicants have their right to amend or inquire of all personal information submitted. For reading or amending personal information, please write to the Principal, Tuen Mun Catholic Secondary School at Kin Sang Estate, Tuen Mun.