

**Tuen Mun Catholic Secondary School**  
**2022-2023 Guidelines for Form One Discretionary Places Application**

**1. Qualifications**

All current Primary Six students from any district are eligible for application.

**2. Application Procedure**

**2.1 Collecting Application Form**

Date: 18<sup>th</sup> October, 2021 – 17<sup>th</sup> January, 2022

Time: Monday to Friday 8:30 a.m. - 5:30 p.m.

Saturday 9:00 a.m. - 12:00 n.n.

Methods of collection: - Collect the form personally at school lobby,  
- Download the form from school website (<http://www.tmcss.edu.hk>),  
- Inquire primary schools' office where the forms are ready for distribution.

**2.2 Submission of Application Form**

Date: 3<sup>rd</sup> January, 2022 - 17<sup>th</sup> January, 2022

Time: Monday to Friday 9:00 a.m. - 5:00 p.m.

Saturday 9:00 a.m. - 12:00 n.n.

Method: Return to school office or Online application **(For online application, applicants should submit copies of documents to the school in person on or before 5:00 p.m., 17<sup>th</sup> January, 2022. Application will NOT be considered if documents are incompletd.)**

Documents to be submitted: - Application form issued by Hong Kong Education Bureau for Form One Discretionary Places Admission;  
- Original Copy of Certificate of Birth or Hong Kong I.D. Card (for checking)  
- Photocopy of Certificate of Birth or Hong Kong I.D. Card  
- Photocopy of P.5 & 6 report cards  
- Photocopy of certificates or documents related to academic performance  
- Photocopy of certificates or documents related to the performance in extra-curricular activities  
- For Catholic, please attach the photocopy of the Certificate of Baptism

\* All photocopies will not be returned. Recommendation letters are not required.

**2.3 Hong Kong Education Bureau's restriction on the application**

Each student may apply to not more than two participating secondary schools for Discretionary Places or else the chance of acquiring a DP will be forfeited.

**3. Number of Students to be admitted**

40 students will be admitted.

#### **4. Interview**

- 4.1 All applicants of Form One Discretionary Places will be invited for an interview. Applicants with good performance will be shortlisted for the second interview.
- 4.2 Announcement date:  
First interview: 10<sup>th</sup> February, 2022  
Second interview: 10<sup>th</sup> March, 2022
- 4.3 List of interviewees will be posted at the school lobby and on school website (<http://www.tmcss.edu.hk>).
- 4.4 Date of interview:  
First interview: 19<sup>th</sup> February, 2022  
Second interview: 19<sup>th</sup> March, 2022
- 4.5 Applicants should bring along original certificates and document for verification when attending the first interview.
- 4.6 Online interviews are not available. Make-up interviews will also not be available for absentees. Applicants should reserve enough time for attending the interviews.

#### **5. Admission Criteria**

Our school puts great emphasis on the whole person development. All applicants are expected to attain good conduct grades.

- 5.1 Academic results: 40%
- 5.2 Performance in the interview: 50%
- 5.3 Extra-curricular Activities: 10%

#### **6. Notification for successful DP applicants**

According to the instruction of Education Bureau, parents of successful applicants of their children's inclusion in the Successful Lists for Discretionary Places will be notified by email and phone on 31<sup>st</sup> March, 2022.

#### **7. Inquiries**

Please contact Vice-Principal Miss Wong Wai Ping or Miss Tsui Siu Lai at 24632082 or by email [info@home.tmcss.edu.hk](mailto:info@home.tmcss.edu.hk).

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

- 8.1 All information collected by the school will be used for promotion of school's activity, assessing the allocation of places and the related matters. The information will be destroyed after the completion of the admission procedure.
- 8.2 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.