

PO ON COMMERCIAL ASSOCIATION WONG SIU CHING SECONDARY SCHOOL
TRANSFER STUDENT APPLICATION (F1 – F3)

Our mission is to educate students to be sensible, aspiring, law-abiding and disciplined young people, by cultivating their moral sense and integrity and bringing forth their potential so that they will excel in learning and become competent and virtuous individuals who can conduct themselves honorably and contribute to the well-being of society and humankind.

Hence, our school motto is “Reverence, Humility, Perseverance, Earnestness”. On this basis, we educate our students in the following principles :

- (1) Devotion to knowledge and truth, with love and respect for self and others;
- (2) Humility as self-discipline, and honesty as guiding principle;
- (3) Advancement with the times, with self-enhancement as the means;
- (4) Prudence in thought and readiness indeed, with care and concern for society.

 **We are accepting transfer student applications for F1 to F3. The details are listed as below :**

1. Application Procedure :

- Download and fill in the application form :
- # The documents, including the application form, recent color photo, a copy of the applicant’s HKSAR Identity Card or birth certificate, copies of academic report cards for the past three years, as well as the copies of other academic awards or extracurricular activity records (If Applicable), should be submitted in person. All the personal information is used for the transfer student application only and will be discarded at the end of the school year.
- All documents should be kept in a brown envelope/folder with the cover noted “Transfer Student Application for Form X”
- Date of Application: from 8 July to 10 July (excluding public holidays).
- Application documents sent by email or fax will not be considered.
- Only students with the Form ranking of Top Ten will be considered.
- A written examination will be conducted for suitable candidates. Parents will be contacted by phone within one week.

2. Written exam :

- Chinese, English and Mathematic examinations are required.
- Interview : Applicants who have passed the written test will be invited to an interview with their parents. Interview will be conducted in both English and Cantonese about school life, study life and social issues.

3. Assessment Criteria :

- Academic result 40%; Conduct 20%; Performance in extra-curricular activities 20%; Interview 20%.

4. School contact information :

- Address : 2, Tai Pa Street, Tsuen Wan
- Office Hours :
Mon – Fri : 9 : 00a.m. – 4 : 00p.m.
Sat : 9 : 00a.m. – 12 : 00 noon
- Tel : 24140157 / 24140158

Remarks :

Privacy Notes Regarding the Collection of Personal Data :

- Please ensure that all information provided in your application is accurate and complete. Incomplete or inaccurate information may prevent us from processing your application.
- The personal data collected will be used exclusively for processing your application for a transfer student position. All information will be kept strictly confidential, except where disclosure is required by law or with your explicit consent.
- In accordance with the “Personal Data (Privacy) Ordinance”, applicants have the right to access and correct their personal data, except where exemptions are specified by the Ordinance. To exercise this right, a written request must be submitted to the school.
- Upon completion of the admission process, the personal data of unsuccessful applicants will be deleted.