

**明愛屯門馬登基金中學**  
**2024/2025 年度中一自行分配學位收生簡介**  
**Caritas Tuen Mun Marden Foundation Secondary School**  
**Information on 2024/2025 Secondary One Discretionary Places Application**

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**A. 申請程序**

1. 2024 年 1 月 2 日至 1 月 16 日期間，本校將接受小六學生的申請，索取申請表格方法如下：
  - (a) 親臨本校校務處索取  
(地址：新界屯門旺賢街三號)；或
  - (b) 致電本校以圖文傳真索取申請表  
(電話：2461 0304)；或
  - (c) 在本校網頁下載。  
(<http://www.tmmarden.edu.hk>)
  
2. 遞交申請表時請附上下列文件：
  - (a) 教育局分發給學生的中一自行分配學位申請表(藍咭及綠咭)，遞交申請表時請注意下述程序：
    - (i) 申請表合共四聯，請根據選校意願，在各聯預留的空位內填上申請中學名稱。
    - (ii) 把印有「選校次序」的一聯撕下及保留，以作存照(學生毋須向學校申明選校意願)；其餘三聯則保持完整，切勿撕開。
    - (iii) 把載有相同申請編號的「教育局存根」、「學校存根」及「家長存根」的三個相聯部分(切勿撕開)，連同其他所需文件交到本校#。  
# 如家長已登記成為「中一派位電子平台」用戶並以「智方便+」綁定帳戶，除紙本申請表外，他們亦可選擇透過「中一派位電子平台」遞交自行分配學位申請。
    - (iv) 出示申請人的身份證明文件正本，供本校查閱。
    - (v) 最後，取回已蓋上中學校印、名稱及編號的「家長存根」，以作存照。

**A. Application procedures**

1. Secondary One Discretionary Place Application Forms can be obtained from 2/1/2024 to 16/1/2024 by one of the following methods:
  - (a) Collect the form in person from the school  
(Address: 3 Wong Yin Street, Tuen Mun, N.T.); or
  - (b) Phone the School Office (Tel: 2461 0304) and ask for a copy of the application form by fax; or
  - (c) Download the form from the school's website.  
(<http://www.tmmarden.edu.hk>)
  
2. Submit all the following documents together with your application form:
  - (a) 'Application Form for S1 Discretionary Place' issued by the Education Bureau (blue and green in colour). Parents should follow the procedures below in submitting the Application Form:
    - (i) Fill in the name of the secondary school to apply to in the space provided in all four parts of the Application Form based on the preference.
    - (ii) Detach the part containing the Order of School Preference for retention and record (Students are not required to indicate their order of preference to the schools they apply to). The other three parts should be kept intact.
    - (iii) Submit the EDB's Copy, School's Copy and Parent's Copy that bear the same Application Number (with all three parts intact) to the school office direct#, together with the related documents required.  
# For parents registered as SSPA e-Platform users and bound their account with "iAM Smart+", apart from the paper Application Form, they may also choose to submit DP applications via the SSPA e-Platform.
    - (iv) Produce the original of the student applicant's identity document for checking by the school.
    - (v) In the end, receive from the school the Parent's Copy bearing the school chop, school name and school code for retention and record.

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| <p>(b) 學生的小五下學期及小六上學期成績表副本；獎懲紀錄、課外活動及社區服務的獎狀或證明副本；</p> <p>(c) 學生身份證副本；</p> <p>(d) 單程證副本(如屬內地新來港)；</p> <p>(e) 已貼上 2.2 元郵票，並寫上申請人姓名及地址的回郵信封。</p> | <p>(b) Copies of school reports for Primary 5 and half-yearly report for Primary 6, together with discipline records, awards or prizes and certificates or records for extra-curricular activities and community services, if any;</p> <p>(c) A copy of the student's Hong Kong Identity Card;</p> <p>(d) A copy of the student's passport with the personal particulars' page and the page with the entry stamp affixed by the Immigration Department (for newly arrived students only);</p> <p>(e) A self-addressed stamped (\$2.2) envelope.</p> |
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備註：毋須遞交推薦信。

Remark: Recommendation letter is NOT required.

3. 學校辦公時間

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  
 星期日及公眾假期休息

3. Our school's office hours

Mondays to Fridays : 9:00 a.m. to 5:00 p.m.  
 Saturdays : 9:00 a.m. to 12:00 noon  
 Closed on Sundays and public holidays

**B. 本校 2024/2025 年度中一級課程**

中國語文(HKDSE/GCSE/GCE 課程)、英國語文、數學、人文學科(地理、世界歷史、生活與社會)、科學(中一至中三)、基本商業、創新電腦、中國歷史、視覺藝術、音樂、體育課、倫理/宗教教育、德育、多元智能(STEAM/生活技能)及日語體驗班。

**B. Curriculum for Secondary One in the year 2024/2025**

Chinese Language (HKDSE/GCSE/GCE syllabus), English Language, Mathematics, Humanities (Geography, History, Life & Society, Science (S.1-S.3), Business Fundamentals, Innovative Computing, Chinese History, Visual Arts, Music, Physical Education Lessons, Ethics/Religious Education, Moral Education, Multiple Intelligence (STEAM/Life Skills) and Japanese Language.

備註：

本校按新高中課程開設 8-16 個選修科目；學生修讀 4 個核心科目外，需另加 3 科選修科目，科目包括：其他語言(如：日語、烏爾都語、西班牙語及韓語)、應用學習課程、校本職業專才課程、實用資訊及通訊科技文憑課程。

Remarks:

In senior forms, 8-16 elective subjects covering a wide range of studies will be offered to students in addition to the four core subjects. Students are required to choose 3 out of the 8-16 elective subjects offered. The elective subjects include other languages such as Japanese, Urdu, Spanish and Korean as well as Applied Learning Courses, "School-based Vocational and Professional Education and Training" and "Diploma in Practical Information and Communication Technology (DPICT)".

**C. 可供申請的中一自行分配學位數目：30 個**

**C. There are 30 Secondary One discretionary places in our school for the year 2024/2025.**

## D. 面試

1. 所有申請人需參加面試。  
(約於二月至三月期間進行面試，詳情另行通知)
2. 面試評分項目及比重：
  - (a) 學業成績 (30%)
  - (b) 操行及獎懲紀錄 (30%)
  - (c) 課外活動紀錄 (10%)
  - (d) 獲取各類活動獎項紀錄 (10%)
  - (e) 面試表現
    - 儀表及禮貌 (10%)
    - 溝通能力 (10%)

## E. 錄取通知安排

1. 如申請人獲本校正取錄，家長會於2024年3月27日收到本校的信件及電話通知。
2. 通知安排不包括備取及落選學生。

## D. Interview

1. All students will be required to attend interviews.  
(The exact interview date and time will be announced later. It will normally be scheduled in February or March.)
2. Admission criteria and weightings :
  - (a) Academic performance (30%)
  - (b) Conduct at school (30%)
  - (c) Participation in extra-curricular activities (10%)
  - (d) Achievements or awards obtained (10%)
  - (e) Performance during the interview
    - Appearance and attitude (10%)
    - Communication ability (10%)

## E. Notification Arrangements

1. Successful applicants' parents will be notified by the school via phone and mail on 27 March 2024.
2. The aforesaid notification arrangement is not applicable to reserve and unsuccessful applicants.