

Lung Kong World Federation School Limited
Lau Wong Fat Secondary School
Academic Year 2023-2024
Secondary School Discretionary Places (SSDP)
Application Guidance Notes

- 1) Selection criteria and weightings
 1. Rank order (provided by EDB) (40%)
 2. Academic performance (30%)
 3. Interview performance (10%)
 4. Conduct (10%)
 5. Extra-curricular activities and awards (10%)



- 2) Application forms

S1 Discretionary Places Application forms can be obtained from the school office during office hour or it can be downloaded from the school website

<http://www.lwfss.edu.hk>

- 3) Application submission details

1. Submission in person

Please submit the completed application form and relevant documents to our school office. Applicants are reminded to bring along their HKID card or the original birth certificate for identity verification

Application period: 3 January 2023 (Tuesday) to 17 January 2023 (Tuesday)

School hours: Monday to Friday 8:00 am to 5:30 pm

Saturdays 8:00 am to 12:30 pm

2. Submission through the SSPA e-platform

Applicants can submit their applications through the EDB's SSPA e-platform starting from 3 January 2023 up until 17 January 2023. They are also required to upload the relevant documents.

- 4) Documents in relation to the application:

1. Our school's S1 DPs Application Form;
2. Secondary One Discretionary Place Application Forms (including the EDB's copy and School's copy);
3. Applicant's HKID copy;
4. 2 self-addressed envelopes (each with students' name and address clearly written on it and a HK\$2.2 stamp);
5. Primary 5 (Whole academic year) and Primary 6 (First term) report cards; and
6. Copies of Extra-curricular / Cocurricular activities certificates

- 5) The number of discretionary places in our school is **40** (subject to change depending on EDB's policy).

- 6) Interview arrangements

- Selection interviews will be arranged in March 2023

- All applicants will receive a notification from our school one or two weeks prior to the interview
 - The interview will be in the form of conversation or group discussion
- 7) Application results will be announced by our school through letters and telephone calls on 31 March 2023 and the SSDP results will be released on 11 July 2023 (Tuesday)