

**Lung Kong World Federation School Limited Lau Wong Fat**

**Secondary School**

Academic Year 2025-2026 Secondary School

Discretionary Places (SSDP)

Application Guidance Notes

1) Selection criteria and weightings

1. Rank order (provided by EDB) (40%)
2. Primary school 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 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: 2<sup>nd</sup> January, 2025 (Thursday) to 16<sup>th</sup> January, 2025 (Thursday)

School hours: Monday to Friday 8:00 a.m. to 5:30 p.m.

Saturdays 8:00 a.m. to 12:30 p.m.

2. Submission through the SSPA e-platform

Applications can be submitted through the EDB’s SSPA e-platform starting from 2<sup>nd</sup> January, 2025 (Thursday) up until 16<sup>th</sup> January, 2025 (Thursday). Relevant documents are required to be uploaded.

4) Documents in relation to the application:

1. Our school’s S1 DPs Application Form;
2. Secondary One Discretionary Places Application Forms (including the EDB’s copy and School’s copy);
3. Applicant’s HKID copy;
4. Two self-addressed envelopes (each with students’ name and address clearly written and a HK\$2.2 stamp);
5. Primary 5 (Full academic year) and Primary 6 (First term) report cards;
6. Copies of Extra-curricular / Cocurricular activities certificates
7. Recommendation letters are not required

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 1<sup>st</sup> March, 2025
- All applicants will receive an interview notification issued by the school one to two weeks prior to the interview.
- The interview will be conducted in individual or group format.

- 7) Application results will be announced by our school via letters and telephone calls on 31<sup>st</sup> March, 2025(Monday) and the SSDP results will be released on 8<sup>th</sup> July, 2025 (Tuesday).