Sha Tin Methodist College
Guidelines for Application of 2027-2028 F.1 Discretionary Places

(I) Application Procedure

Event	Date	Time	Reminders to Applicants
Distribution of Application Forms	Early Dec 2026		Applicants may obtain a hard copy of the application form in person (no identity proof is needed) or download a soft copy from the school website (https://www.stmc.edu.hk)
Submission of Application Forms	4/1/2027 to 18/1/2027	Monday to Friday 9 a.m. to 12 noon, 2 p.m. to 4 p.m. Saturday 9 a.m. to 12 noon	1. Please submit the **stapled documents according to the following sequence**: (i) EDB application form with our school name filled in the box "Name of School Applied." (ii) Our school's application form. (iii) Photocopy of report cards for P.5 and P.6. (iv) Photocopy of awards and proof of participation in activities. (v) Photocopy of identity document. (vi) 2 returning envelopes (with $2.4 postage stamps, the Chinese and English name of the applicant, and the correspondence address). **2.** Please use A4 paper for all photocopies, and there is no need to use folders. Our school has a large stapler available for stapling, but please **arrange the documents in order** beforehand. According to EDB regulations, **applicants are not required to submit the recommendation letter issued by their primary school.** **3.** If the application is **submitted in person, please bring the original copy of the identity document** of the applicant for verification. For applications **submitted via iAM Smart+, applicants should also upload a copy of items 1(ii) to 1(v). Applications lacking information will not be accepted.** 4. Applications can be submitted in hard copy in person or submitted in soft copy through "iAM Smart+." According to the guidelines of EDB, our school assumes no responsibility for applications sent by mail or submitted after the deadline.
Interview	27/2/2027	Each applicant will be informed by a letter.	a. All applicants will be granted an interview. b. The interview will be conducted in groups, in both Cantonese and English. The assessment criteria will be based on politeness, self-confidence, personal qualities, thinking skills, and oral English proficiency. c. The interview questions are usually related to daily life, family life, school life, extra-curricular activities, social issues, and expectations toward secondary school life. Additionally, questions with different imaginative scenarios may arise during the interview. d. All applicants should reserve the time from 9:00 a.m. to 1:00 p.m. on February 27, 2027, for the interview. The exact time will be informed by letter. e. In case of bad weather, if the EDB announces any school suspension, the interview will be rescheduled to the same time slot on March 13, 2027. f. To ensure the applicants can receive up-to-date information about their application, applicants should inform our school immediately if there are any changes in the correspondence address and/or the contact number. g. All applicants should receive a letter about the details of the interview on or before February 2, 2027. If not, applicants should contact our school by phone (Tel: 2602 1300) during office hours on February 3, 2027.
Notification of Successful Applicants	31/3/2027	Each applicant will be informed by **letter and phone**.	According to EDB regulations, our school can only contact the parents of successful applicants. The notification is not the official allocation result of S1 places. The parents concerned do not need to reply to the notifications. All participating students will receive the SSPA allocation results (including results from the Discretionary Places and Central Allocation Stages) in mid-July as usual.
Announcement of Results	6/7/2027		All successful applicants should go to our school for registration according to the procedures announced by the Education Bureau (EDB).

(II) Remarks

A. There will be four classes in Form One in the 2027-2028 school year. There will be 31 new students in each class. The medium of instruction in all classes is English.

B. The number of discretionary places in the 2027-2028 school year is 40.

C. Admission Criteria

(a) Applicants should support the educational mission of our school. The admission criteria are listed as follows:

(i) Rank order from EDB and academic results in primary school *	50%
(ii) Conduct, activities, services, and awards	25%
(iii) Interview	25%

(b) In case there are any special circumstances requiring the interview to be cancelled, the admission criteria will be changed as follows:

(i) Rank order from EDB and academic results in primary school *	65%
(ii) Conduct, activities, services, and awards	35%

D. Applicants may add pages listing their participation in extra-curricular activities if necessary.

E. According to EDB regulations, applications cannot be withdrawn or cancelled after submission.

F. The personal information submitted by the applicants will be used in the selection procedure for S1 discretionary places. It may be transferred to the relevant government departments for allocation of S1 places if necessary.

G. All submitted documents will not be returned to the applicants. They will be destroyed after three months from the release of allocation results.

H. According to the Personal Data (Privacy) Ordinance, applicants have the right to amend or inquire about the personal information that they submitted. Applicants should submit a letter of request if necessary.

**For applicants from primary schools that are not participating in the SSPA system, the rank order from the EDB will not be available. In this case, their academic results from primary school will account for the entire 50% of the total score, or 65% in the scenario described in (C)(b).*