



Notice: 5/2023-24

14.9.2023

To : Parents / Guardians,

Admission to Primary One (2024-2025)

Please pay attention to the followings:

- (1) If your child reach the age of 5 years 8 months in September 2024 (i.e. born on or before 31 December 2018) you can apply for our discretionary places.
- (2) "Application Form for Admission to Primary One" is available at kindergartens, kindergarten-cum-child care centers, District Offices of the Home Affairs Enquiry Centre, School Places Allocation Section and Regional Education Offices of the Education Bureau (see attachment for sample of the said form) until **29 September 2023**. If parents choose to submit paper application forms, please return the completed Application Form to the school office on 25-29 September 2023 from 9:00 a.m. to 4:30 p.m.
- (3) You have to bring the **original** and **photocopy** of: -
 - a) The parent / guardian's Identity Card, Passport or other identity documents.
 - b) i) The applicant's Hong Kong Birth Certificate (If the Hong Kong permanent resident status in the last column of the Birth Certificate is 'Not Established', his / her travel document(s) or Permit to Remain in Hong Kong are required);
ii) In the absence of a Hong Kong Birth Certificate, parent / guardian should bring along the applicant's Birth Certificate (overseas) and document(s) permitting him / her to stay in Hong Kong.
 - c) Birth Certificate of applicant's sibling and school handbook of applicant's sibling, if claiming applicant's sibling is studying in our school.
 - d) Birth Certificate of applicant's sibling and graduate certificate of applicant's sibling, if claiming sibling or parent's graduate relationship.
 - e) Proof of residential address with parent's / guardian's name. (e.g. telephone / water / electricity bills, etc.)
- (4) Parents who wish to submit an application via ePOA (epoa.edb.gov.hk) from September 21 to 29 can refer to the related videos and Parent's Guide on the EDB's website (www.edb.gov.hk/en/edu-system/primary-secondary/spa-systems/primary-1-admission/poa_eplatforn/index.html) for details of the procedures for creating an ePOA account and submitting applications for discretionary places via ePOA.
- (5) Parents seeking further information may contact Ms Rukhshinda at 2386 8049 or the School Places Allocation Section of the Education Bureau within office hours (9:00 a.m. – 5:00 p.m.) from Monday to Friday.

Address: Office 2, 2/F, Manulife Financial Centre, 223 Wai Yip Street, Kwun Tong, Kowloon

Telephone: 2832 7610 (HK Island & Islands) 2832 7635 (New Territories West)

2832 7620 (Kowloon) 2832 7659 (New Territories East)

2832 7700 / 2832 7740 (General Enquiries)

24-hour automatic telephone enquiry system: 2891 0088

Website: www.edb.gov.hk

Remark: If your child is already in P.1 (2023-24), no need to apply for discretionary places again.

Thank you for your attention.

(Ms CHUI Sau-man)
Headmistress



Li Cheng Uk Government Primary School

43 Tonkin Street, Sham Shui Po, Kowloon

Tel : 2386 8049

Fax : 2708 9950

Website : <http://www.lcu.edu.hk>

Email : lcugps@edb.gov.hk

Reply Slip

Admission to Primary One (2024-2025)

Notice: 5/2024-25

Date: _____

To : Headmistress,

I have read the School Notice No. 5/2023-24 dated 14.9.2023 and I fully understand its contents.

Pupil's Name: _____ (_____) Class: P. _____

Parent's / Guardian's Signature: _____