

英皇書院

香港般咸道六十三號A
電話：二五四七 〇三一〇
傳真號碼：二五四〇 六九〇八



KING'S COLLEGE

63A, BONHAM ROAD
HONG KONG
TEL : 2547 0310
FAX : 2540 6908

27th June, 2022

King's College

Guidance Notes on Application for 2022-2023

Transfer Students (Secondary 2 or Secondary 3) Admission

1. Notice and application form for the Admission of Transfer Students will be uploaded to the school website (<http://www.kings.edu.hk>) on 27 June 2022. Applicants may either download the documents from the abovementioned website or collect them from the School's General Office.
2. Qualifications: Applicants must possess outstanding academic performance (including Chinese Language, English Language and Mathematics), with the conduct of B+ or above, and have other achievements or talents. The performances of extra-curricular activities in previous years will also be considered.
3. NCS applicants (students whose spoken language at home is not Chinese) who have learnt Chinese Language in primary and secondary school with an adapted curriculum for the following durations are eligible to submit applications:
 - Secondary 2 Transfer Students: 2 years or above
 - Secondary 3 Transfer Students: 3 years or above

If needed, the School will inform applicants concerned to submit supporting documents of the adapted curriculum for verifying their eligibility.

4. Procedure: Applicants must submit the application form and photocopies of the required supporting documents in person or by post to King's College, 63A Bonham Road, Hong Kong. (Please indicate "Application for 2022-2023 Transfer Students (Secondary 2 or Secondary 3) Admission" on the envelope). Please submit the Second Term report cards in person or by fax to the School on or before 12:00 p.m. of 29 July 2022 (Friday).
5. Application Period:

Date	11 to 15 July 2022 (Monday to Friday)
Time	9:00 a.m. – 4:30 p.m.

Late submissions will not be accepted. If the application is submitted by post, the postmark date will be regarded as the date of receipt of the application.

6. Applications will be screened according to the number of vacancies in S.2/S.3 and the admission criteria. Eligible applicants will be informed on or before 29 July (Friday) to attend the test and interview. The test and interview are scheduled on 5 August tentatively. The quota of the interviewees depends on the number of vacancies. If there are no vacancies, the School will announce it on the school website as soon as possible.
7. The admission test will include written tests (Chinese Language, English Language and Mathematics) and an interview (Chinese and English communication skills).
8. Applicants with outstanding performances will be contacted, and instructed to complete the admission

procedure at the School. Those who fail to complete the admission procedure will be assumed to have forfeited the offer.

9. Please provide personal and contact information (including residential address and contact telephone number of parents/guardian) on the application form so that the admission test, interview or registration can be processed in a timely manner. Unreachable applicants will be assumed to have forfeited the application.
10. Photocopies of the Transcript, Hong Kong Identity Card and Birth Certificate (Please write or print the wording "Copy" on the abovementioned hardcopies) must be submitted along with the application form. If applicants were not born in Hong Kong, photocopies of valid residence permit, One-way Permit, School Attendance Certificate or Birth Certificate must be submitted. The abovementioned original copies must be shown at the admission test for verification.
11. The personal information of the applicants will only be used for admission and will be destroyed upon the completion of the procedures. The related information may be disclosed to the Education Bureau. Applicants must fill in their personal information in the application form. The School may not be able to process the application if the information is insufficient or incomplete.
12. Applicants have the right of access and correction with respect to personal data as provided for in sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Applicants' right of access includes the right to obtain a copy of personal data provided by this form/record. Enquiries concerning the personal data collected by means of this form/record, including the making of access and corrections, should be addressed to:

The Principal,
King's College,
63A Bonham Road,
Hong Kong.
Tel. No. 2547 0310

Yours sincerely,
TANG Kai-chak
Principal

英皇書院

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No.	Important Dates	Application process	Remarks
1.	27 June 2022 (Monday)	Start of Application for Transfer Students (Secondary 2 or Secondary 3) Admission	The announcement and Application Form for the Admission of Transfer Student could be either downloaded from the school website (http://www.kings.edu.hk) or collected from the School's General Office.
2.	4:30 p.m. of 15 July 2022 (Friday)	Deadline of Application for Transfer Students (Secondary 2 or Secondary 3) Admission	Late submissions will not be accepted. Applicants could either submit the application forms and photocopies of the required supporting documents in person or by post to King's College (If the application is submitted by post, the postmark date will be regarded as the date of receipt of the application.)
3.	On or before 29 July 2022 (Friday)	Eligible applicants will be informed by phone to attend an interview and complete written tests	The applicant must provide a valid Hong Kong telephone number. Unreachable applicants will be assumed to have forfeited the application. Applicants should assume their applications as unsuccessful if they do not receive a phone call. Please be reminded that receiving the interview notification does not imply that the applicant will be admitted.
4.	5 August 2022 (Friday)	Interview and Written Tests	The admission test includes written tests (Chinese Language, English Language and Mathematics) and interviews (Chinese and English communication skills).
5.	On or before 4:00 p.m. of 10 August 2022	Admitted applicants will be contacted. Successful applicants must	Successful applicants will be contacted by phone. Applicants concerned must complete the registration procedure at

	(Wednesday)	complete the application procedure and collect the textbook list on the same day.	school on the same day. If applicants fail to register as scheduled, they will be assumed to have forfeited the offer. Applicants are reminded not to give up their places at the original school before the completion of Transfer Student registration.
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