

**La Salle Primary School**  
**Primary One Admission for September 2023 (Application for Discretionary Places)**

- I. La Salle Primary School ('the School') is an aided school following the Education Bureau's admission procedures.
- II. The School is a whole-day primary school. There are 6 classes in each grade (36 classes in total).
- III. Tong Fai: In the academic year 2022-2023, \$420 per month (\$4,200 for the whole year) will be charged as Tong Fai.
- IV. Application Dates & Time:  
Date: 26<sup>th</sup> September, 2022 – 30<sup>th</sup> September, 2022 (Excluding Saturday, Sunday & Public Holiday)  
Time: 9 - 11 a.m. & 2 - 4 p.m.
- V. Parents are required to bring along the following documents when submitting the application form:  
**(The original and photocopy of the documents listed in item no. 3-8 should be presented. For details, please refer to Notes on How to Complete the 'Application Form for Admission to Primary One'.)**
  1. Parent/guardian's (should be the same as the signee on the application form) Identity Card, Passport or other identity documents. (If the parent/guardian cannot come in person, his/her representative should present an authorisation form and a photocopy of the parent/guardian's identity document.)
  2. The completed "Application Form for admission to Primary One" in triplicate or the downloaded version of "Application Form for admission to Primary One".
    - If parents use the downloaded version of "Application Form for admission to Primary One", the application form should be **printed double-sided**.
  3. Applicant child's Birth Certificate
    - Hong Kong Identity Card cannot be used alone as the identity document. If the 'Status of permanent resident of the Hong Kong Special Administrative Region' in the last column of the Birth Certificate is 'Not Established', his travel document(s) or Permit to Remain in Hong Kong are required.
    - In the absence of a Hong Kong Birth Certificate, the parent/guardian should bring along the applicant child's original Birth Certificate (non-local) and document(s) permitting him to stay in Hong Kong.
  4. Parent/guardian's residential address proof
    - The name on the residential address proof should be that of the parent/guardian. Proof of residential address includes but not limited to tenancy agreement (stamped and/or with stamp certificate), demand note for rates, public housing tenancy agreement (whole set) or water / electricity / town gas / residential telephone / fixed broadband bills (electronic bills are also accepted), initial deposit for bill must be submitted with payment record.
    - The above documents must be the most updated one issued by the company. The name of the registered user, telephone number and address should be clearly shown on the residential telephone/fixed broadband bill.
    - **The Education Bureau will not accept mobile phone bills, bank statements or insurance policy documents.**
    - If the parent is the signee, but the name on the residential address proof belongs to the applicant child's grandparent, the Birth Certificate of the applicant child's parent should be presented.
  5. Claiming the applicant child's brother is studying in the School (if applicable)
    - Birth Certificate of the applicant child's brother
    - The Student Handbook (2022-2023) of the applicant child's brother (Please fill in the cover and page 1 of the Student Handbook)
  6. Claiming the applicant child's father was a graduate of the School (if applicable)
    - Graduate Certificate, Secondary 1 Admission Slip or P.6 second term report card of the applicant child's father (P.6 Student Handbook **will not be accepted**)
  7. Claiming the applicant child's brother was a graduate of the School (if applicable)
    - Birth Certificate of the applicant child's brother
    - Graduate Certificate, Secondary 1 Admission Slip or P.6 second term report card of the applicant child's brother (P.6 Student Handbook **will not be accepted**)
  8. Being a Catholic
    - Baptism Certificate of the applicant child (where a document is not in Chinese or English, it must be accompanied by a Chinese or English translation certified as a true translation by an authorised translator.)
- VI. Parents who are unable to apply in person or authorise a representative:  
Parents may arrange to submit **the original copy of the application form, a signed declaration form, and the photocopies of the supporting documents** by post between 26<sup>th</sup> to 30<sup>th</sup> September 2022 (Applications received by mail will be dated by the postmark). The school will then arrange parents to submit the original copies of the supporting documents to the school for verification on or before 15<sup>th</sup> October 2022. After verifying the corresponding documents, the school will return the copy of the application form with the school chop to parents for record.  
*\*\* Parents should put each application form and the supporting documents in a separate A4 envelope. Please mark "Application for Admission to Primary One 2023" on the envelope.*