

**La Salle Primary School**  
**Primary One Admission for September 2025 (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. Approved Charges for Non-standard Items (ACNI): In the academic year 2024-2025, the fee for ACNI is \$3,100 (per year) per student.
- IV. Application Dates & Time:

\*\* Parents/guardian should **NOT** submit duplicate applications via ePOA and in paper form for the same child.

	<b><u>Primary One Admission e-Platform (ePOA)</u></b>	<b><u>Submit Paper Application Form</u></b>
Date :	19 <sup>th</sup> September 2024 – 27 <sup>th</sup> September 2024	23 <sup>rd</sup> September 2024 – 27 <sup>th</sup> September 2024
Time :	19 <sup>th</sup> to 27 <sup>th</sup> September 2024 (till 11:59 p.m.)	9:00 a.m. to 11 a.m. & 2:00 p.m. to 4:00 p.m.

- V. For parents/guardians who submit application via ePOA, please see Appendix for further details.
- VI. For parents/guardians who submit paper application form in person, they are required to bring along the following documents:

**(For details, please refer to Notes on How to Complete the 'Application Form for Admission to Primary One'.)**

**Original items:**

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.

**Photocopy with parent/guardian's signature:**

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 (2024-2025) of the applicant child's brother (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.)

## Digitalisation of Primary One Admission (POA)

In line with the “Smart Government” strategy, the Education Bureau (EDB) has fully implemented digitalisation of POA. Parents can choose to submit applications for discretionary places admission and central allocation, as well as view results of discretionary places admission and central allocation via the POA e-Platform (ePOA) (URL: <https://epoa.edb.gov.hk/login?lang=en> or scan the QR code on the right) on the following dates:



Events	Date
Submit applications for discretionary places	19 Sep to 27 Sep 2024 (till 11:59 p.m.)
View results of discretionary places admission	18 Nov 2024 (from 10:00 a.m.)
Submit applications for central allocation	13 Jan to 19 Jan 2025 (till 11:59 p.m.)
View results of central allocation	4 Jun 2025 (from 10:00 a.m.)

If parents wish to use the above electronic services, they have to register their ePOA accounts via the “iAM Smart” mobile app (URL: <https://www.iamsmart.gov.hk/en> or scan the QR code on the right). Parents who have bound their accounts to “iAM Smart+” can submit applications for admission to Primary One and view the results of discretionary places admission and central allocation through e-Platform. Parents who have bound their accounts to “iAM Smart” can view the results through the e-Platform.



To facilitate parents to better understand the application procedures for ePOA, please make reference to the relevant PowerPoint, videos and Parent’s Guides uploaded to the EDB’s website (URL: <https://www.edb.gov.hk/en/education-system/primary-secondary/spa-systems/primary-1-admission/index.html> or scan the QR code on the right) (Home >Education System and Policy >Primary and Secondary Education >School Places Allocation Systems >Primary One Admission System).

