

Immaculate Heart of Mary College
Guidelines to Applicants for Secondary 1 Discretionary Places (2020–2021)
(For Admission to Secondary 1 in September 2020)

1. The number of Secondary 1 Discretionary Places of our school is 41.
2. Collection of Application Form
 Application Forms are available from 2 November 2019 onwards.
 To collect the application form, you may either
 - (a) obtain from the School Office at 4, Jat Min Chuen Street, Shatin during office hours; or
 - (b) download from the school website at www.ihmc.edu.hk (please print in A4-sized white paper).
3. Submission of Application Form
 Application period: 2 January 2020 (Thursday) to 16 January 2020 (Thursday)
 Please bring along with you the original copy of the student’s identity document and the following documents# in the order listed below when submitting the Application Form. (Submission by post, e-mail or facsimile will not be accepted)
 - (a) Photocopy of ID / Birth Certificate
 - (b) A completed “Application Form for S1 Discretionary Places” issued by EDB (all three parts intact)
 - (c) A completed “Application Form for Secondary One Discretionary Places” of Immaculate Heart of Mary College with a recent photograph attached
 - (d) Photocopies of P.5 (First Examination and Final Examination) and P.6 (First Examination) report cards
 - (e) Evidence of participation and achievements in academic or non-academic (sports or music) aspects, extra-curricular activities and social services (Please provide the qualifications/results from P.4 to P.6 only)
 - (f) Photocopy of Baptismal Certificate (if applicable)
 - (g) One stamped self-addressed envelope (size: 9 cm × 22 cm), with the applicant’s English full name clearly marked (required postage: \$2.00)

All documents (including Application Form and supporting documents) submitted should be no more than 20 single-sided A4 pages, clipped with a binder clip. Please DO NOT submit documents with folders.
4. Interview
 - (a) All applicants will be invited to attend an interview on 22 February 2020 (Saturday). Details will be sent to applicants by post one week before the interview date. Please note that the time of interview will not be rescheduled.
 - (b) The interview will be conducted in English and Cantonese. The interview will assess candidates’ language ability and apprehend their personality and adaptability to response.
5. Selection Details

	Assessed Items	Weighting %
(a)	Primary School Performance, Rank Order provided by Education Bureau	40
(b)	Conduct, Extra-curricular Activities and Awards (including sports, community service, special talent in music and art)	25
(c)	Interview Performance	25
(d)	Others (e.g. Catholic, child of a former student or siblings studying in IHMC)	10
6. Notification of Application Results
 - (a) Parents of successful applicants will be notified by letter and phone on 31 March 2020 (Tuesday).
 - (b) The final result will be released together with the results of Central Allocation on 7 July 2020 (Tuesday). School will not notify the applicants of the final result individually. Parents need not make enquiries to the school before the announcement of the allocation result.

General Enquiries (Form 1 Admission):

Telephone : 2647 1358
 Office Hours : 8:00 am to 5:00 pm, Monday to Friday;
 9:00 am to 12 noon, Saturday;
 closed on public holidays

Note:

1. The medium of instruction in the school is English.
2. Students may apply to **no more than two** secondary schools participating in the SSPA System.
3. All documents submitted will be retained by the school until the admission process has been completed. These documents will not be returned and will be destroyed after the completion of the admission process.