



香港崇正中學



英國牛津國際公學

Application for Admission

Please complete all fields in BLOCK LETTERS and read the notes

1. APPLIED FOR

☐ Year 8

☐ Year 9

☐ Year 10

☐ Year 11

☐ Year 12

2. PERSONAL DETAILS OF STUDENT

First Name :

Address :

Family Name :

Chinese Name :

Gender : Male / Female :

HKID / Passport number :

Nationality :

Email address :

Date of Birth : Date Month Year

Telephone numbers :

3. PARENT OR GUARDIAN DETAILS

Title*: Dr. / Mr. / Mrs. / Ms.

Title*: Dr. / Mr. / Mrs. / Ms.

First Name :

First Name :

Family Name :

Family Name :

Chinese Name :

Chinese Name :

Nationality :

Nationality :

HKID / Passport number :

HKID / Passport number :

Date of Birth : Date Month Year

Date of Birth : Date Month Year

Occupation :

Occupation :

Telephone numbers :

Telephone numbers :

Email address :

Email address :

Relationship to Student :

Relationship to Student :

Address (if different from student's) :

Address (if different from student's) :

**Please delete if inappropriate*



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4. CONTACT IN CASE OF EMERGENCY

Title*: Dr. / Mr. / Mrs. / Ms.

Address (if different from student's):

First Name :

Family Name :

Chinese Name :

Email address :

Telephone numbers :

Relationship to Student :

**Please delete if inappropriate*

5. EDUCATION BACKGROUND

Name of School	Start Date (dd/mm/yyyy)	Completed Date (dd/mm/yyyy)	Qualification (if any) obtained*

* Applicants are advised that evidence of items marked with an asterisk (*) will normally be required before a formal acceptance letter can be issued.

6. LEVEL OF ENGLISH LANGUAGE

Are you a native speaker of English? ☐ Yes ☐ No

Have you taken the English Test? ☐ Yes ☐ No

Name of English Test _____ Year of Award _____ Grade/Score _____

7. HEALTH

Is there any medical matter of which we need to be aware? Information you provide will be treated in confidence.

Are there any medical conditions or allergies of which we need to be aware? Please tell us about any prescribed medication you take:

Do you have any special dietary requirements?



If you have Special Education Needs or any additional information (you feel may be useful to us), please fill in the following space. The collection of information about the nature and degree of any disabilities will be used by TTMS to assess the provision of facilities to support student learning.

Tell us about your reasons for applying to study in the Hong Kong and at Tsung Tsin Middle School. What are your plans on leaving the college? Do you plan to go to university in the Hong Kong? Do you have any career goals? Tell us about your interests and hobbies and anything else you would like us to know about you:

1. Completed application form with the following documents and application fee should be sent by mail or in person to Admission Office, Tsung Tsin Middle School, 11 Kwong Lee Road, Cheung Sha Wan, Kowloon for consideration by the School.
 - Photocopy of HKID or passport
 - Photocopy of relevant academic qualifications
 - Photocopy of relevant documents if any
 - Crossed cheque for Application fee HK\$300 (payable Star Light 88 Ltd) or transfer to Bank of China (Hong Kong) A/C# 012-611-1-035317-2 / proof of application fee payment



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2. The School will contact you for clarification of any details, to request any required documents and to arrange an interview, where appropriate.
3. Applicant will receive a confirmation of application within 7 working days.
4. Applicant will be invited to attend an interview and assessments.
5. Interview result will be released within 14 working days. Successful applicants will be required to pay the deposit HK\$10,000* for the place within 7 working days.
6. The 1st payment of tuition fee and relevant fees must be paid by the date specified in the offer letter.
7. The 2nd payment of tuition fee and relevant fees must be paid on/before the specified date.

**: Deposit is non-refundable.*

11. TERMS & CONDITIONS – TSUNG TSIN MIDDLE SCHOOL

1. Students are expected to attend School within the published term dates. These are published on the School website: www.ttms.edu.com.
2. Absences are recorded and unauthorized absences, should they become a matter of concern for an international student who has a student visa, will be reported to the HKSAR.
3. Students attending Tsung Tsin Middle School must be living with at least one parent who is a full-time resident in Hong Kong. If a guardian is the person responsible for the student application, then an authorization letter indicating legal guardianship must be submitted with the application form. All students enrolling at Tsung Tsin Middle School must have the approval of the Hong Kong Immigration Department to reside and study in Hong Kong.
4. Where a timetable change is requested by a student, the school will make every effort to accommodate the change where it is reasonable to do so, taking all circumstances into account. Timetable changes generally come into effect from Monday and tuition charges are made for the receding week.
5. Where a student requests to change a subject, one week's notice is generally charged in the previous subject.
6. Fees must be paid on or before the due date. The School cannot guarantee to hold a place for a student whose fees have not been paid. Students whose accounts are in arrears may be suspended from tuition until full fees have been paid.



7. To withdraw a student from the School normally requires a term's notice in writing.
8. Fees are not refundable. The School advises that a fees insurance scheme to protect against loss of tuition through illness or other unforeseen circumstances be taken out by the fee-payer.
9. The School reserves the right to dismiss any student whose standard of work or conduct is unsatisfactory.
10. All relevant information concerning a candidate must be disclosed. In a case where it is later found that information has been withheld, the School reserves the right to withdraw membership of the School.
11. If a student does not arrive for a short course of tuition that has been booked, payment will not be refunded.
12. Unless the school is informed to the contrary, any photographs or comments of the applicant may be used by the school for promotional purposes.
13. It is assumed that all students may take part in all activities organized by the school unless we are informed to the contrary.

12. DECLARATION

Please ensure you read Tsung Tsin Middle School's Terms & Conditions below before signing the declaration.

1. I have read and accept the School's terms & conditions.
2. I declare that all information given in this application form and the attached documents (if any) are, to the best of knowledge, accurate and complete.
3. I understand that all the information submitted in this application form and other attachments will only be used for admission purposes. If my application is unsuccessful, TTMS will dispose of my application form and related information after the admission process is completed, unless I tick the box below – in which case, my data will be retained by TTMS for promotion of education and activities and services. I understand that no data will be used without my consent. In any circumstances, my personal data will not be transferred to a third party for direct marketing purpose.

☐ I AGREE that TTMS may use my personal data for the purpose of promotion of education, activities and services.

Signature: _____

Date: _____

Name: _____



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Check List for Admission application

The following items are required when you submit your application.

Please note that fax documents are not accepted.

1. ☐ Completed Student Application Form (signed by a parent or guardian).
2. ☐ Non-refundable, non-transferable Application Fee of made payable to "Star Light 88 Ltd."
3. ☐ A recent passport size photo of the applicant attached to the Application Form.
4. ☐ A copy of birth certificate.
5. ☐ A copy of passport.
6. ☐ A copy of Hong Kong Identification Card.
7. ☐ A copy of Dependent or Student Visa for non-permanent resident.
8. ☐ A copy of legal guardianship for Guardians (if applicable).
9. ☐ Report Cards, in English, from the past three years.
10. ☐ Copy of Standardized Test results (if available).
11. ☐ Official transcripts, in English, from current school (if available).
12. ☐ Copy of educational, psychological and medical reports in English (if applicable).