

**博愛醫院陳國威小學**  
**辦理獲派本校小一入學註冊手續須知**

**註冊日期：2023 年 6 月 13 日（三）至 6 月 15 日（五）**

**時間：上午 9:00 至 12:00；下午 2:00 至 4:00**

**地點：一樓禮堂**

**報名手續：**

- 1) 帶備教育局小一註冊證
- 2) 帶備學生出生證明文件正及副本
- 3) 監護人的身份證及副本
- 4) 相片一張及回郵信封一個（貼上\$2.2 郵票及寫上學生姓名及地址）
- 5) 家長或監護人親身到校辦理申請手續（家長如未能親身到本校辦理註冊手續，可以書面授權他人代辦手續，受委託人士代辦註冊手續時，須一併繳交家長的身份證副本。）
- 6) 家長若未能在指定日期及時間內辦理入學註冊手續，請致電本校校務處，以便另作安排，否則將被視作放棄已獲派的學位。
- 7) 根據教育局指引，家長毋需攜同子女到校辦理註冊手續。

如有任何疑問，歡迎致電本校校務處 2178 5700，聯絡趙秀華主任。



**Pok Oi Hospital Chan Kwok Wai Primary School  
Registration Procedures for Primary One Admission**

**Registration Date: 13<sup>th</sup> June 2023 (Wednesday) to 15<sup>th</sup> June 2022 (Friday)**

**Time : 9:00 am - 12:00 noon and 2:00pm - 4:00pm**

**Venue : School Hall, 1/F (A)**

**Registration Procedure:**

- 1) Bring along the Primary One Registration Form.
- 2) Bring the birth certificate of the student (Original & Photocopy).
- 3) Bring the identity card of the guardian of the student (Original & Photocopy).
- 4) A passport photo and a stamped (\$2.2) self-addressed envelope (with student's name and address)
- 5) Parents or guardian must complete the registering for the student in person.  
(Parents can provide a letter of authorization and a copy of their identity card to a trustee to register for their child if parents cannot register in person for the student,)
- 6) Please inform the school office for further arrangements if parents cannot register a student on the above dates. Please note that failure to register with the school within the specified period would lead to forfeiture of the place offered to them.
- 7) According to the instruction of the Education Bureau, parents are not required to bring the student to register for the allocation.

For enquiry, please contact Ms Amy Chiu via the school office at 2178 5700.

