

MARYKNOLL CONVENT SCHOOL
(SECONDARY SECTION)
Form Two to Form Four Places (2024-2025)
Notes to Applicants

Admissions to Form Two to Form Four (2024-2025) are now open for applications until **30 April 2024 (Tue)**.

Submission of Application

1. The application form can be downloaded from the school website (http://www.mcs.edu.hk/mcs_1213/plan_admiss.htm) from **4 January to 30 April 2024**.
2. The application form must be submitted to our school **in person** with the supporting documents during office hours*.
3. When you submit your application in person to our school office, arrange the required documents in an A4 transparent plastic folder in the following order:
 - Application Form for Forms 1-4 Extra Places
 - Photocopies of the school reports, including the reports of the previous TWO years & the CURRENT year
(For example, if you wish to apply for a Form Three place in 2024-2025, you should submit your Primary Six Annual Report, Form One Annual Report and Form Two First Term Report)
4. Please bring along the original copy of the applicant's Birth Certificate/Identity Card or other documents of Identity (for verification purpose only).
5. Copies of awards or certificates or courses attended and/or recommendation letters issued by the applicant's primary school will NOT be accepted with this application.
6. It is important that the email address provided in the application form is VALID. A confirmation email will be sent to the email address provided by 8 May 2024 (Wed). Contact the school if no confirmation is received.

Entrance Examination and Interview Arrangements

1. The school will send notifications and announcements to your corresponding email address including entrance examination and interview arrangements, when necessary. **Please check your email inbox (including 'spam' folder) for updates from our school regularly.**
2. Applicants will be invited to attend an entrance examination on **11 May 2024 (Saturday)**. Rescheduling of the entrance examination due to personal reasons is not accommodated.

3. Selected applicants will be invited to attend interviews. Rescheduling of the interview due to personal reasons is not accommodated.
4. The school will select the applicants based on the following selection criteria and weighting:
 - Entrance Examination & Academic Performance 50%
 - Extra-curricular Activities & Services 20%
 - Performance in Interview, Conduct & Attitude 30%

Personal Information (Privacy) Collection Statement

The Personal Information Collection Statement sets out the purposes for which the applicant's personal data will be used following collection, what the applicant is agreeing to with respect to the use of the applicant's personal data by Maryknoll Convent School (Secondary Section) and the applicant's rights under the Personal Data (Privacy) Ordinance (Cap. 486).

Information or personal data collected is strictly confidential and used to process applications. The information or personal data will be retained for a period of no longer than twelve months. Thereafter, the application together with all materials the applicants provide will be disposed of.

The information and personal data provided in the application form must be accurate, complete, and up-to-date to the best of the applicant's knowledge.

Admissions Enquiries

Our school office can be contacted at 2336-2378 during office hours*.

**Office Hours: Monday to Friday: 9:00 a.m. - 4:00 p.m. & Saturday: 9:00 a.m. - 12:00 p.m.
5 Ho Tung Road, Kowloon*