

插班生入學申請 Application form for New Comers

申請須知 Application Guidelines

一、申請日期 Application Date :

2025 年 10 月 1 日 Application commences on 1st October 2025.

二、申請須知： Application Guidelines :

1. 申請可經網上報名或親身遞交；Registration can be done online or submitted in person;
2. 申請人必須具有香港居留權；Applicants should possess the Right of Abode in HKSAR;
3. 申請人操行必須達 B 或以上；Applicants must have a conduct grade of B or above;
4. 插班生入學考試費用港幣七十五元正，一經遞交，不可退回（只收現金）；  
The admission test fee is HKD 75 and is non-refundable once submitted (Cash Only);
5. 申請人須清楚如實填寫申請表之內容 Personal information of the applicant must be true and correct;
6. 申請時須遞交之文件（面試時需帶文件正本以備查閱）：

The following documents should be submitted for application (Original copies should be shown for verification during Interview.)

- 填妥本校的「學位申請表」（貼有相片）；Application form (with a recent photo attached);
- 居港證明文件副本，包括香港身份證或出生證明書、通行證等(如有)；  
Proofs of the right of abode, including a valid permanent identity card, birth certificate or Exit-Entry Permit (if applicable);
- 最近兩年成績表副本；Academic reports of the recent two years;
- 如有活動或服務證明文件副本，亦可一併遞交；

Copies of documents or certificates showing talents, activities or services can be submitted;

三、面試安排及收生準則 Interviews and Admission Criteria

1. 面試時間將獲個別通知。The time slots for the interviews are to be notified individually.
2. 收生準則及比重: Admission Criteria and Weightings:

內容 Content	比重 Weightings
1、最近兩年之學業成績 Latest Academic performance	45%
2、操行 Conduct	25%
3、課外活動與獎項 Extra-curricular activities and Awards	10%
4、面試表現 Interview performance	20%

#### 四、聲明 Declaration

申請人提供的個人資料僅限內部使用，以便校方相關人員處理入學申請及其他與入學有關的事宜。如不提供表格資料，學校將未能處理相關之入學申請。所有提交的文件概不退還。如申請不成功，所有文件將於三個月內銷毀。

The personal data provided by the applicant is for internal use only so that the relevant personnel of the school can process the admission application and other matters related to admission. If the information is not provided in the application form, the school will not be able to process the relevant admission application. All admission documents submitted will not be returned. If the application is unsuccessful, all documents will be destroyed within three months.

#### 五、個人資料搜集 Collection of Personal Data

1. 根據《個人資料（私穩）條例》第 18 和 22 條及附表 1 第 6 原則的規定，你有權更改或查詢所提供的個人資料。

You have a right of access and correction with respect to the personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance.

2. 任何與所收集的個人資料有關的查詢，包括要求查閱和改正資料，應提交：將軍澳調景嶺翠嶺路 38 號佛教正覺中學。Enquiries concerning the personal data collected, including the making of access and corrections, should be addressed to:

Buddhist Ching Kok Secondary School, 38 Chui Ling Road, Tiu Keng Leng, TKO.

#### 六、查詢辦法 Contact

電話 Telephone：2246 3383 傳真 Fax：2246 3283 網址 Website：[www.bckss.edu.hk](http://www.bckss.edu.hk)

地址 Address：將軍澳調景嶺翠嶺路38號 38 Chui Ling Road, Tiu Keng Leng, TKO

辦公時間 Office Hour：星期一至五 (Monday to Friday) 8:00am – 6:00pm

星期六 (Saturday) 9:00am – 12:30pm