

The ELCHK Yuen Long Lutheran Secondary School Guidelines for Transfer Student Application (S2 – S5)

I. Request of Application Form

Applicants may download the Application Form from the school's website (<https://www.yll.edu.hk/>).

II. Submission of Application Form

- The required documents should be submitted by email (yllssadmission@gmail.com), to the school office in person during office hours* or by post to the school. The required documents are listed as below:
 - (i) Application form with photo affixed and all required information filled.
 - (ii) Photocopies of academic transcripts of all semesters and other certificates related to academic achievements, awards, services and extra-curricular activities in and out of school in the past two years.
 - (iii) Photocopy of the applicant's identity card.

***School office hours:**

School Days: **9 a.m. to 5 p.m.**

Saturdays: **9 a.m. to 12 n.n.**

Closed on Sundays and Public Holidays

- The school will arrange an interview only if there is a vacancy for that level.
- The personal data provided will only be used for processing applications for admission and the documents submitted will not be returned and will be destroyed.

**The ELCHK Yuen Long Lutheran Secondary School
Application Form for S2 to S5 Transfer Students Admission**

中二至中五插班生入學申請表

Photo
相片

(I) Name of Applicant (申請人姓名) : _____ Chi. (中文) _____
_____ Eng. (英文) _____

Gender (性別) : _____ Intended Level and Year to Apply for (申請入讀年級及年份) : _____

Date of Birth (出生日期) : _____ Place of Birth (出生地點) : _____

Address (住址) : _____

Contact Number (聯絡電話) : _____

Name of Current Secondary School Attended (現就讀中學) : _____

Name of Primary School Attended (曾就讀小學) : _____

(II) Name of Parent (家長姓名) :

Father (父親) : _____ Contact Number (聯絡電話) : _____

Occupation (職業) : _____ Email (電郵) : _____

Mother (母親) : _____ Contact Number (聯絡電話) : _____

Occupation (職業) : _____ Email (電郵) : _____

(III) I understand and fully agree to the vision and mission of The ELCHK Yuen Long Lutheran Secondary School. Please ✓ . (本人明白及完全認同 貴校之辦學宗旨，請加 ✓ 號。)

Date
(日期)

Signature of Parent or Guardian
(家長/監護人簽署)

Compliance with the Personal Data (Privacy) Ordinance

Suggested Personal Information Collection Statement

(a) The personal data provided by means of this form will be used for processing application for a school place.

They may be disclosed to the Education Bureau / other schools authorized to process personal data allocation / placement and other education-related purposes. The provision of personal data by means of this form is obligatory. If you do not provide sufficient information, the school may not be able to process the application.

本表格所收集的個人資料，將用以辦理申請學位事宜。本校可能會把這些資料披露予教育局或其他獲授權處理個人資料的學校，用以處理學位分配或其他有關教育事宜。你必須在本表格提供個人資料。如提供的資料不足，本校可能無法處理有關申請。

(b) You have a right of access and correction with respect to personal data as provided for in Sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form / record.

你有權按照〈個人資料（私隱）條例〉第 18 和 22 條及附表一第 6 原則的規定，查閱及改正個人資料。查閱資料的權利，包括取得本表格 / 紀錄所載個人資料的副本。