

**SHUNG TAK CATHOLIC ENGLISH COLLEGE CIRCULAR #1 2011-12**

1<sup>st</sup> September, 2011

Dear Parents,

**Re: Secondary 3 Collection of Money, First Three Days Schedule & Timetable**

A warm welcome to our parents and students of Secondary 3.

Please note the following:

1. Items that your child needs to pay for are as follows:

	Item	Cost		Item	Cost
(1)	Student Handbook	\$15.0	(11)	SBA Portfolio for English Language	\$16.5
(2)	PTA Annual Fee*	\$70.0	(12)	Chronicle (the School Magazine)*	\$40.0
(3)	Clubs and House Fee	\$30.0	(13)	HK Economic Times (LS Edition)	\$43.5
(4)	Air Conditioning Fee	\$250.0	(14)	《尋找生命的色彩—新高中科目選擇及個人抱負探索》	15.0
(5)	Student Card and Student Photos (1 dozen)**	\$18.0	(15)	Materials for LS, Life Education and R S	\$8.1
(6)	Chinese Anthology 「默言集」* (partly subsidized by the PTA)	\$12.5	(16)	Materials for Biology	\$11.7
(7)	Writing Paper for Chinese Composition (50 sheets)	\$5.0	(17)	Kung Kao Pao Subscription* (Each student should pay \$70. The total cost of subscription is \$140. Cost is shared with one other student for the 27 issues per year. )	\$70.0
(8)	Chinese Extensive Reading Scheme	\$4.8			
(9)	Chinese Language Supplementary Materials	\$16.5			
(10)	Electronic Learning System	\$40.0	(18)	Sketch Book + Acrylic + Canvas	\$60.0
<b>Total fees for items (1) to (18)</b>					<b>\$728.1</b>
<b>【All items are compulsory】</b>					

\* To be paid per family by the youngest sibling.

\*\* Parents can opt to buy the Student Card only. The cost is \$10.

2. School Arrangements for 1<sup>st</sup>, 2<sup>nd</sup> & 5<sup>th</sup> September:

1 Sep (Thur)	8:05 – 12:00	School Opening Ceremony, Class Teacher Period and Student Activities Talk
2 Sep (Fri)	8:05 – 12:00	School Opening Prayer Service and Class Teacher Period
5 Sep (Mon)	8:05 – 12:00	Photo Taking, Club Orientation and Class Teacher Period

3. Formal lessons begin on 6<sup>th</sup> September (Day 1). See your child's timetable for details. Please note the school day begins at 8:05 and your child is expected to be at school on time.

	Mondays to Thursdays	Fridays
School Begins	8:05am	8:05am
Lunch Time	12:15 – 1:20pm	12:45 – 1:50pm
School Ends	3:25pm	3:50pm

Yours sincerely,

Mr Kung Kwong Pui Joseph  
Principal

The said fees will be debited from the autopay account on 26<sup>th</sup> September. Please ensure that the amount is deposited into the autopay account. The school will notify parents of the total amount that is going to be charged before their account is debited.

For parents who have not applied for an autopay account, fees should be paid by cash, or cheque made payable to "Shung Tak Catholic English College". Cash should be handed in to the School Office. Students will be informed of the date in mid-September.

Reply Slip

**SHUNG TAK CATHOLIC ENGLISH COLLEGE CIRCULAR #3 2011-12**  
**Secondary 3 Collection of Money, First Three Days Schedule & Timetable**

I have read the above notice and I understand that I will be informed of the sum my child has to pay before my account is duly debited.

\*I would like/would not like my child to have his/her photo taken in school.

(Please return this reply slip to the Class Teacher on 5<sup>th</sup> September. )

Parent's Signature: \_\_\_\_\_  
Student's name: \_\_\_\_\_  
Class: S.3 ( \_\_\_\_\_ )  
Date: \_\_\_\_\_

\*delete as appropriate.