

**SHUNG TAK CATHOLIC ENGLISH COLLEGE**  
**Admission Guidelines for S2–S4 for the 2025/26 School Year**

**A. Application Process**

**1. *Submission Period***

Applications are accepted from 19 June 2025 (Thursday) to 30 June 2025 (Monday). Late applications will not be considered.

**2. *Required Documents***

- A completed Application Form, available on our website: <https://www.stc.edu.hk/admission>.
- A cover letter explaining the applicant's reasons for applying.
- Photocopies of:
  - Report Cards for the past three academic years;
  - Hong Kong Identity Card or Birth Certificate;
  - Certificates, awards, and/or other supporting documents (e.g. academic, extra-curricular, and/or community service achievements);
  - Certificate of Baptism (if applicable, and at your discretion).
- One recent passport-sized photograph.

**3. *Submission Method***

Applications must be submitted by hand to the General Office of Shung Tak Catholic English College during office hours. The office hours are from 9 a.m. to 5 p.m. from Mondays to Fridays, and from 9 a.m. to 12 noon on Saturdays. The General Office is closed on Sundays and public holidays.

**4. *Important Notes***

- Applicants must inform the College immediately of any changes to contact details (e.g. mail address, email address, phone number, etc.) to ensure timely communication.
- All personal data collected will only be used for this application procedure.
- All items submitted will not be returned and will be retained by the College until the end of the admission process. All documents submitted will be shredded and disposed of securely upon the completion of the admission process, unless otherwise notified.
- Admission will be determined in accordance with the Selection Criteria and Weighting (please see overleaf). Applicants are reminded not to offer any advantages to the College's staff in connection with their applications.

## **B. Selection Process**

### **1. *Written Tests***

- Shortlisted applicants will be notified by email by 2 July 2025 (Wednesday) to sit for written entrance tests on 4 July (Friday) and 7 July 2025 (Monday), covering English, Chinese, and Mathematics.
- If no notification is received by 2 July 2025, the application can be considered unsuccessful.
- Requests for rescheduling the written tests due to personal reasons will not be entertained.

### **2. *Interview***

- Shortlisted applicants will also be invited to attend an interview scheduled for 7 July 2025 (Monday). The interview will be conducted in English and Cantonese. The applicant's parent(s) or guardian(s) are also invited to join the interview.
- The interview assesses communication skills, logical thinking, comprehension, attitude, and alignment with the College's Catholic core values (Truth, Justice, Love, Life, Family).
- Requests for rescheduling the interview due to personal reasons will not be entertained.

### **3. *Selection Criteria and Weighting***

- Academic Performance (report cards and written tests): 60%
- Interview: 20%
- Conduct: 10%
- Extra-Curricular Activities, Community Service, and Awards: 10%

### **4. *Admission Decisions***

- Notification: Results will be announced by 11 July 2025 (Friday) via phone and email.
- Acceptance: Successful applicants must confirm acceptance by 4:00 p.m. on 16 July 2025 (Wednesday).
- Waiting List: Qualified applicants may be placed on a waiting list if spaces are unavailable and may be contacted if a spot opens.

天主教崇德英文書院

2025/2026 學年中二至中四入學申請

申請須知

A. 申請程序

1. 申請日期

申請人可於 2025 年 6 月 19 日（星期四）至 2025 年 6 月 30 日（星期一）期間遞交申請。逾期申請恕不受理。

2. 所需文件

- 入學申請表格，文件可於本校網址（<https://www.stc.edu.hk/admission>）下載；
- 列明申請入讀原因之申請信；
- 以下文件副本：
  - 過去三個學年的成績表；
  - 香港身份證或出生證明書；
  - 證書或其他證明文件（如學術、課外活動及／或社區服務等）；
  - 領洗證明書（如有，可自願提交）
- 個人證件照片 1 張。

3. 遞交方式

申請人必須於辦公時間內親臨本校校務處遞交申請。校務處的辦公時間為：星期一至五早上 9 時至下午 5 時及星期六早上 9 時至中午 12 時。星期日及公眾假期休息。

4. 注意事項

- 倘聯絡方法變更（如住址、電郵地址或電話號碼），申請人必須立即通知本校，以免耽誤申請；
- 所有個人資料收集僅供申請本校學位之用；
- 申請遞交的資料一律不獲發還，並由本校保管至整個收生程序結束。本校會在完成收生程序後將所有資料銷毀，如有更改將另行通知；
- 取錄與否取決於收生準則及比重（詳情見背頁）。申請者務必注意，不得在申請過程中向本校職員提供任何利益。

## B. 輪選程序

### 1. 筆試

- 入選之申請人將於 2025 年 7 月 2 日（星期三）或之前獲通知安排進行筆試。筆試日期為 2025 年 7 月 4 日（星期五）及 7 月 7 日（星期一），考核範疇涵蓋英文、中文及數學三個科目。
- 於 2025 年 7 月 2 日（星期三）仍未獲通知者，可視為落選。
- 不論任何理由，本校一概不會為入選之申請人另行安排筆試。

### 2. 面試

- 入選之申請人亦需於 2025 年 7 月 7 日（星期一）參加面試，面試以英語及粵語進行。申請人之家長或監護人亦將獲邀一同出席面試。
- 面試將評估申請人的溝通技巧、邏輯思維、理解力、態度以及對本校天主教核心價值觀（真理、義德、愛德、生命、家庭）的認識。
- 不論任何理由，本校一概不會為入選之申請人另行安排面試。

### 3. 收生準則及比重

- 學業成績（參考成績表及筆試表現）：60%
- 面試表現：20%
- 品德操行：10%
- 課外活動及獎項：10%

### 4. 取錄結果

- 取錄通知：本校將於 2025 年 7 月 11 日（星期五）以電話及郵寄通知獲成功取錄者。
- 取錄確認：獲成功取錄者必須於 2025 年 7 月 16 日（星期三）下午 4 時或之前確認接受學位。
- 後補名單：其他合取錄資格者將被列入後補名單。一旦有學位空缺，本校會通知後補名單上的申請人。