



**Procedures for Primary One (2026-2027) Discretionary Places Application**

**A. Submitting the Application via the “Primary One Admission e-Platform” (ePOA)**

The Education Bureau has fully digitised the POA. Parents who have registered as ePOA users and bound their accounts with “iAM Smart+” may submit applications and check the results for discretionary places and Central Allocation online via ePOA. Applications via the ePOA can be submitted from September 18 to 26, 2025, until 11:59 PM.

**B. In-Person Submission of Paper Application Forms**

Submission period:	September 22 (Monday) to September 26 (Friday), 2025
Time:	8:00 AM to 5:00 PM
School Address:	Estate Primary School No. 2, Shek Wai Kok Estate, Tsuen Wan, N.T.
Venue:	School hall
School Net No.:	62
School No.:	114774

**When returning the competed application form, please bring along the following documents:**

1. The parent / guardian’s Identity Card, Passport or other identity documents (If the parent / guardian cannot come in person, his or her representative should present a photocopy of the parent / guardian’s identity documents and the letter of authorisation);
2. a) The applicant child’s Hong Kong Birth Certificate and its photocopy (If the ‘Status of permanent resident of the Hong Kong Special Administrative Region’ in the last column of the Birth Certificate is ‘Not Established’, the original and photocopy of his / her travel document(s) or Permit to Remain in Hong Kong are required);  
b) In the absence of a Hong Kong Birth Certificate, the parent / guardian should bring along the applicant child’s Birth Certificate (non-local) and document(s) permitting him / her to stay in Hong Kong and their photocopies;
3. Birth Certificate of applicant’s sibling and school handbook of applicant’s sibling, together with a photocopy of the documents, if claiming the applicant child’s sibling is studying in our school.
4. Birth Certificate of applicant’s sibling and graduate certificate of applicant’s sibling / parent together with a photocopy of the documents, if claiming the applicant child’s sibling or parent’s graduate relationship.
5. The parent’s membership document and a photocopy of the document, if the parent claims that he / she is a member of the same organisation which sponsors the operation of the school;
6. Proof of residential address with parent’s / guardian’s name (e.g. stamped tenancy agreement, demand not for rates, public housing tenancy agreement of water / electricity / town gas / residential telephone bills) and a photocopy of the document. The Education Bureau may request parents / guardians to make sworn declaration or provide supplementary documents as a further proof of the applicant child’s residential address.

### C. Notes

1. The application can be processed by parents/guardians or by an authorised person; the applicant child (student) need not be present.
2. If the parent cannot submit the application in person due to personal reasons, “Letter of Authorisation – Submitting the Application Form for Admission to Primary One” must be completed. Such forms can be obtained from the general office or downloaded online.

### D. Release of Result of Discretionary Places

Date: November 24, 2025 (Monday)

(Parents / Guardians who have registered as ePOA users and bound their accounts to “iAM Smart” or “iAM Smart+” can view the results via ePOA starting from 10:00 a.m. of the same day.)

### E. Registration

Date: November 26 - 27, 2025 (Wednesday and Thursday)

Time: 8:00 AM to 5:00 PM

Venue: School Hall

#### Documents to bring for registration:

1. Parent’s copy (yellow page) of the ‘Application Form for Admission to Primary One’
2. Primary One Admission Notification Letter (school letter)
3. Completed Student Data Form (attached to the school letter)
4. Student’s Birth Certificate (original)

Remarks: Failure for the parent / guardian to register their applicant child with the school within the specified period would lead to forfeiture of the discretionary place offered.

Parents / Guardians whose applicant children, have been offered a discretionary place should register their applicant children at the school to which they

For enquiries, please contact Ms. Ho or Ms. Kong at 2416 5447.



School Website



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