



Dear Parents / Guardians,

Application for Cross-Net Allocation

The Education Bureau is now accepting applications for cross-net allocation 2019/2021 (first round). If a P.6 student’s residential address is not in the same district as his / her school, he/she may apply for cross-net allocation through school.

1. The applicant should be the parent or guardian of the student in the record kept by school and live with the student in the same residential address.
2. To facilitate the allocation process in Central Allocation (CA), students who are in need of cross-net allocation should submit the application form duly signed by their parents or guardians with copies of relevant proof documents to the school. Parents or Guardians are also required to present the original copy of the documentary proofs to the school for validation.
3. The applying student’s residential address should be his/her sole or chief residential address. Acceptable residential address proof documents include stamped tenancy agreement, demand note for rates and / or government rent, tenancy agreement or companies, like TONGAS, HK Electric Company Ltd., Water Supplies Department, etc. Other documents such as bank statements and mobile phone bills will not be accepted.
4. The name and address of the parent or guardian (i.e. the payee) must be printed on the residential address proof document.
5. After validating the application form, the school will indicate that the change of the school net is required for Central Allocation in the application form.
6. If necessary, Education Bureau will contact the parent /guardian directly to confirm the correctness of the supporting documents. The parent / guardian may also be required to make a sworn declaration. During the verification process, if the parent / guardian cannot provide the necessary documents or refuses to make a sworn declaration, the application for cross-net allocation will not be approved. The student can only apply in the Central Allocation in his / her original school net.
7. If a student has submitted application(s) to secondary school(s) for discretionary place(s) before applying for cross-net allocation and the parent / guardian wishes to cancel the discretionary place application(s), he / she should also indicate it in the application form and inform in writing directly to the secondary school(s) concerned. A copy of the cancellation letter(s) should be handed in to the primary school with the application form for onwards transmission to the Education Bureau for processing.

Documents required for application for cross-net allocation include:

1. A completed application form
 2. A copy of a student’s birth certificate
 3. Residential address proof documents include stamped tenancy agreement, demand note for rates, or bills from various utility companies.
- * The name of the document holder must be the same as that of the applicant.

If a parent wants to apply for cross-net allocation, please submit the relevant document before 17th December, 2020.(Thursday) Please contact Miss. Ng Mei Wah at 2404 5333 if you have any questions.

Yours faithfully,
Mr. Chan Chun Wah
Principal

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Reply Slip

(20-062E)

Dear Principal,

The content of the circular (20-062E) about “**Application for Cross-Net Allocation**” has been noted.

I have decided * **to apply** for cross-net allocation and will submit the relevant documents before 17th December, 2020.

not to apply for cross-net allocation.

Class () Student’s Name: _____

Parent’s / Guardian’s Signature: _____

Date: _____

*Please “” tick as appropriate.