

CUHKFAA Chan Chun Ha Secondary School  
Notes on Transfer Student

1. Our school accepts Secondary One to Secondary Five transfer student only.
2. Ways of obtaining a transfer student application form.
  1. Obtain it in our school office
  2. Download it from our school website
3. Ways of application
  1. Please complete the application form in BLOCK LETTERS. Start a new page if necessary.
  2. The application should be sent from now to 25<sup>th</sup> May, 2023.(The postmark date on the envelope of an application submitted by post will be regarded as the date of submission of application.) or fill in the transfer student form in person within the office hour. Please deliver the following documents to the school office. (Facsimile or online application is not accepted.)
    - a. Photocopies of the Report Cards within this year.
    - b. Photocopy of the Hong Kong identity document. (e.g. Hong Kong identity card, passport or birth certificate.)
    - c. Reason for applying our school. (Both Chinese and English are acceptable.)
    - d. Other supporting documents. (e.g. ECA results or awards.)
    - e. Self-recommendation letter. (State the class you are going to study.)
4. Self-addressed envelope with stamp is needed. (Sufficient Postage ensures prompt delivery)
5. Period of submission

Monday – Friday	9:00 a.m. to 5 p.m.
Saturday	9:00 a.m. to 12 noon.
6. Written examination and Interview:

According to the applicant's academic result, conduct and ECA performance, our school would invite the appropriate applicant to complete Chinese, English, Mathematics and electives (for senior form student) examination. For outstanding student, we would invite he/ she to attend an interview. For admission, it would depend on the vacancy situation of our school. We reserve the right of final decision. The result of application would be informed by telephone or by post.

7. All the information supported by the applicant would be used for admission only. All application forms and attached documents would not be returned to the applicants. They would be destroyed after the progress of the application.
  
8. Our school would handle special case individually.