

CUHKFAA Chan Chun Ha Secondary School
Notes for Transfer Students

1. Our school accepts Secondary One to Secondary Five transfer students only.
2. Ways of obtaining a transfer student application form.
 - (i) Collecting from our school office
 - (ii) Downloading from our school website: <http://www.cch.edu.hk>
3. Application methods:
 - (i) Please complete the application form in **BLOCK LETTERS**. Start a new page if necessary.
 - (ii) The completed application form should be submitted in person or by post to the school office. The following documents should also be submitted: (Facsimile or online applications are not accepted.)
 - a. Photocopies of Report Cards within this year
 - b. Photocopies of Hong Kong identity documents (e.g. Hong Kong identity card, passport or birth certificate)
 - c. Reason(s) for applying to our school (Both Chinese and English are accepted)
 - d. Other supporting documents (e.g. ECA results or awards)
 - e. Self-recommendation letter (State the grade applied for)
4. Applications should include a stamped, self-addressed envelope. (Please ensure sufficient postage.)
5. Submission Period:

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 applicants' academic results, conduct and ECA performance, shortlisted applicants will be invited to sit for examinations in Chinese, English, Mathematics and electives (for senior form students). Outstanding students will be invited for an interview. Admission results depend on the vacancies available and will be informed by telephone or by post. The school reserves the right of final decision.
7. All information submitted by applicants would be used for admission purposes only. All application forms and attached documents would not be returned to applicants and would be destroyed after the application process.
8. Special cases would be handled on a case-by-case basis.