



東華三院馬錦燦紀念小學
T.W.G.Hs Ma Kam Chan Memorial Primary School

版本:2025 年 9 月

學校地址: 新界上水清城路 2 號
Address :2 Ching Shing Road, Sheung Shui, N.T.
電話號碼 Tel No: 2671 1071
傳真號碼 Fax No: 2671 1079

本校專用 For School Use Only
參考編號 Ref No. _____/2025-2026

入學申請表 (Application Form)

** 請用藍色或黑色原子筆以正楷填寫此申請表。 Please complete the form in BLOCK letters with a blue or black ball pen.

1. 此表格免費索取，報名不收取任何費用。 Admission application is free of charge.
2. 報名時請攜帶學生身份證明文件副本一份、相片一張、最近成績表副本、個人專長的證書副本(例如體育、音樂、科學的表現)。

Submit the application form and bring along with the following documents: the duplicate documents of student identity (Birth Certificate / HKID / Passport), a recent photo, a copy of recent academic result and the certificate of personal expertise (such as sports, music, and scientific performance) of the student.

1. 學生資料 Personal Particulars of Student									
姓名 Name of Student	英文 English						近照 Recent Photo		
	中文 Chinese								
	英文別名 Other English Name				性別 Gender				
出生日期 Date of Birth	年 / 月 / 日 yy / mm / dd		年齡 Age				抵港日期 Arrival date	年 / 月 / 日 yy / mm / dd	
					出生地點 Place of Birth				
國籍 Nationality			申請班級 Grade Applied For				*出世紙 / 香港身份證 / 護照號碼 Birth certificate / HKID / Passport No. *Please circle as appropriate		
住址 Residential Address									
通訊地址(如與住址不同) Correspondence Address									
2. 曾就讀學校(由最近期列起) Previous Education (in chronological order)									
校名 School Name					就讀期間 Duration			班級 Class	
3. 家長 / 監護人資料 Personal Particulars of Parents' / Guardian									
	姓名 Name		職業 Occupation		聯絡電話 Contact Number			電郵住址 E-mail Address	
父親 Father									
母親 Mother									
	姓名 Name		職業 Occupation		地址 Address			聯絡電話 Contact Number	與學生關係 Relationship
監護人 Guardian (如適用 if applicable)									
現正就讀本校的兄弟姐妹/畢業生 Name of Siblings Studying/Graduates from this School			姓名 Name		就讀班級 Class			備註 Notes	



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4. 備註 Remarks

本校規定教職員在執行校務時不可索取或接受任何禮物、金錢或其他形式的利益，故懇請家長切勿提供利益予本校的教職員。
The school stipulates that the staff members cannot obtain or accept any gifts, money or other forms of benefits when performing their school duties. We urge parents not to provide benefits to the staff of the school.

《個人資料(私隱)條例》

1. 申請人交來的個人文件夾或資料只作入學申請用途，此表格所提供之個人資料，在未得到家長的同意之前，校方不會向第三者披露或轉移收集所得的有關個人資料。所有不獲取錄之申請，其表格及交來的個人資料，將會被銷毀，不會退還予家長。
All the information submitted in the Application Form and the other attachments will only be used for admission purpose. Personal data collected will not be disclosed or transferred to third parties without the parent's consent. All unsuccessful applicants' information and documents provided are non-returnable and will be disposed.
2. 根據個人資料(私隱)條例規定，申請人有權要求查閱、更正及更新其個人資料。如有查詢，請與本校聯絡。
In accordance with the Personal Data (Privacy) Ordinance, applicants have the right to access, correct and update their own personal data. Please approach the school for any enquiries.

聲明及簽署

Declaration and Signature

本人聲明上述填寫的資料全屬正確。如有更改，本人會知會學校。

I declare that all the information mentioned above is correct. If there is any change, I will inform the school immediately.

家長簽署 Signature of parent

申請日期 Date of application

家長姓名(正楷): _____

Name of parent(in BLOCK letters)

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入學成績 Admission Examination Results

中文 Chinese		英文 English		數學 Maths	
面試日期 Date of Interview					
面試時間 Time of Interview					
結果 Result		取錄 Admission / 不取錄 Refusal			
編配班別 Assigned Class					

校長簽署 Signature of school head