

教育局  
二〇一九／二〇二一年度中學學位分配  
《領取中一自行分配學位文件授權書》

(此部分由家長／監護人填寫)

致：就讀小學校長

本人現授權 \_\_\_\_\_ 先生／女士 (持有香港身份證／護照編號：

\_\_\_\_\_ ) 替小兒／小女 \_\_\_\_\_ (學生編號：\_\_\_\_\_ ) 領取

《中一自行分配學位申請表》及相關文件。

\_\_\_\_\_ (家長／監護人簽署)

\_\_\_\_\_ (家長／監護人姓名)

請用正楷填寫

\_\_\_\_\_ (日期)

注意：

- (1) 倘若學生本人／家長／監護人因事未能親身回校領取《中一自行分配學位申請表》(申請表)及相關文件，可用此授權書委託他人代為領取。
- (2) 獲授權人士應把此授權書於領取申請表及相關文件時交予學生就讀小學，並帶備其本人的身份證明文件正本及有關學生的身份證明文件副本如香港出生證明書、兒童身份證，供學生就讀小學核對。獲授權人士如發覺申請表上預印的學生資料有不確之處，請立即通知學生就讀的小學作出更正。

**Education Bureau**  
**Secondary School Places Allocation 2019/2021**  
**Letter of Authorisation for Collecting Documents for**  
**Application for Secondary 1 Discretionary Place**

(To be completed by the Parent/Guardian)

**To: The Head of the Attending Primary School**

This is to authorise Mr/Ms \_\_\_\_\_ (holder of H.K. Identity Card/Passport No. \_\_\_\_\_) to report to you on behalf of my son/daughter \_\_\_\_\_ (Student Reference No. \_\_\_\_\_) to collect the Application Forms for Secondary One Discretionary Place and related documents.

\_\_\_\_\_ (Signature of Parent/Guardian)

\_\_\_\_\_ (Name of Parent/Guardian)

Full name in BLOCK letters

\_\_\_\_\_ (Date)

**Notes:**

- (1) This Letter of Authorisation is to be used in case the student/parents/guardian are unable to collect the Application Forms for Secondary One Discretionary Place (Application Forms) and related documents from school in person.
- (2) The authorised representative should submit this Letter of Authorisation to the attending primary school, bringing along his/her original identity document and the copy of the student's identity document such as the Hong Kong Birth Certificate or the juvenile identity card for verification by the attending primary school when collecting the Application Forms and the related documents. In case of inaccuracies in the pre-printed student's particulars on the Application Forms, the authorised representative should notify the student's attending primary school immediately for amendments.