

Primary One Admission (POA) System 2025
(for Admission to Primary 1 in September 2025)
Frequently Asked Questions

Discretionary Places Admission Stage

Question (1) Who can participate in POA 2025?

Answer (1) All Hong Kong children reaching the age of 5 years 8 months as at 1 September 2025 (i.e. **born on or before 31 December 2019**) are eligible to participate in POA 2025, except those who are already attending a primary school or have been allocated a Primary 1 place previously.

Question (2) How should children apply for a discretionary place?

Answer (2) Parents who wish to apply for a POA discretionary place in a government or aided primary school may submit an application via POA e-Platform (ePOA) (Website: <https://epoa.edb.gov.hk>) from **19 to 27 September 2024 (till 11:59 p.m.)**. Parents are required to upload the copies of relevant documents to the e-Platform. If the parents choose to submit paper application forms, they may obtain an application form during the period from 2 to 27 September 2024 from their children's kindergarten or kindergarten-cum-child care centre, the Home Affairs Enquiry Centres of the District Offices and the Regional Education Offices or School Places Allocation Section of the Education Bureau (EDB). They should submit the completed application form together with all supporting documents to the school of their choice **DIRECT** during school hours from **23 to 27 September 2024**. Parents can sign on the photocopies, or show the original copy of the documents to the schools for verification.

Question (3) What documents are required when the parent submits the application form?

Answer (3) When the parent returns the completed application form to the school, the parent should bring along his / her Identity Card, Passport or other identity documents and **submit the photocopies of the following documents**. If a parent authorises a representative to submit the application form, his or her representative should produce a photocopy of the parent's identity documents and the letter of authorisation. Parent can sign on the photocopies, or show the original copy of the documents to the schools or the EDB for verification. For submission of the electronic application form, the parent / guardian is required to **upload the copies of the following documents** to the e-Platform:

- a. the applicant child's Hong Kong Birth Certificate (If the 'Hong Kong permanent resident status' in the last column of the Birth Certificate is 'Not Established', the photocopy of his / her travel document(s) or Permit to Remain in Hong Kong are required) or the applicant child's non-local Birth Certificate and document(s) permitting him / her to stay in Hong Kong;

- b. proof of residential address for applicant children residing in the POA School Net of Hong Kong¹ (including but not limited to stamped tenancy agreement, demand note for rates, public housing tenancy agreement or water / electricity / town gas / residential telephone bills). The address on a bank letter, court summons and tax bill may be a correspondence address but not a residential address in general. Therefore, such documents have not been accepted as proof of residential address by the EDB all along. The name on the document submitted as proof of residential address should agree with that of the parent / guardian. If parent / guardian cannot provide the above acceptable proof of residential address or have any enquiries, please contact the School Places Allocation Section at 2832 7700 for appropriate advice and assistance; and
- c. documentary proof required for Item (B) of Part C (if applicable). For details, please refer to the Notes on How to Complete the ‘Application Form for Admission to Primary One’.

Question (4) How many schools can parents apply to during the Discretionary Places Admission stage?

Answer (4) Irrespective of whether the application is submitted via ePOA or in paper form, parents are allowed to submit only one application for their child. If parents have applied to more than one government or aided primary school, their application for a POA discretionary place will be rendered void. Besides, parents should not submit duplicate applications via ePOA and in paper form for the same child.

Question (5) What should parents do if they could not submit the applications in person or submit applications via ePOA?

Answer (5) Parents who cannot submit the application form in person or via ePOA, they may authorise in writing a representative to bring along the completed paper application form with photocopies of supporting documents to the school on their behalf between 23 and 27 September 2024. Parents can sign on the photocopies, or let the representative show the original copy of the documents to the schools for verification. Parents may make reference to the sample letter of authorisation available on the EDB’s Primary One Admission website (URL: <https://www.edb.gov.hk/en/edu-system/primary-secondary/spa-systems/primary-1-admission/index.html>).

¹ Parents of applicant children who intend to commute daily to schools in Hong Kong need not provide proof of residential address of their children.

Question (6) What should parents do if they wish to apply for Central Allocation only, but not applying for a discretionary place?

Answer (6) For parents who wish to apply for Central Allocation only, they should submit application to the EDB via ePOA or in paper form **on or before 17 January 2025**. For submission of paper form, they should return the completed paper application form, as well as original copies and photocopies of supporting documents to School Places Allocation Section (Primary One Admission) at Podium Floor, West Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon.

Question (7) For children who have accepted the offer of Primary 1 places in Direct Subsidy Scheme (DSS) primary schools, will they be allocated Primary 1 places through the POA System?

Answer (7) Children who have accepted the offer of Primary 1 places in DSS primary schools will NOT be allocated Primary 1 places through the POA System. If they have been allocated a place through the POA System (including wait-listed applicants admitted in Discretionary Places Admission stage), that school place will be withdrawn.

Question (8) What are the criteria for schools to admit applicant children during the Discretionary Places Admission stage?

Answer (8) There are two categories of discretionary places admission:

(A) A school must admit all applicant children with siblings studying or parents working in the school.

(B) The remaining discretionary places will be allocated to other applicant children according to the points they have obtained under the Points System. If there are applicant children with equal scores and the number of such applicant children exceeds that of the remaining discretionary places, the school will select applicant children by drawing lots on their own or refer the applications to the EDB for processing.

Question (9) If an applicant child is not the eldest child in the family but his / her brother or sister is not a Hong Kong resident / was not born in Hong Kong / is not studying in Hong Kong, can the applicant child who is not the eldest be awarded the points for "First-born child"?

Answer (9) If an applicant child is not the eldest child in the family, even though his / her brother or sister is not a Hong Kong resident / was not born in Hong Kong / is not studying in Hong Kong, the applicant child cannot be awarded the points for "First-born child" under the Points System at the Discretionary Places Admission stage.

- Question (10) How does an applicant child claim the points for “Applicant child of the right age”?
- Answer (10) If an applicant child was born between 1 September 2018 and 31 December 2019, he / she is awarded the points for “Applicant child of the right age” under the Points System at the Discretionary Places Admission stage of POA 2025. Parents are not required to claim this item when filling in the application form. The points will be awarded by the computer with reference to the date of birth of an applicant child. For any enquiries, please contact the School Places Allocation Section at 2832 7700.
- Question (11) Is Item 7 of the Points System (i.e. “Parent(s) being a member of the same organization which sponsors the operation of the primary school”) applicable to civil servants applying for P1 places in government primary schools for their children during the Discretionary Places Admission stage?
- Answer (11) Civil servants are employees but not “members” of the Government. Item 7 of the Points System is not applicable to civil servants applying for P1 places in government primary schools for their children during the Discretionary Places Admission stage.
- Question (12) Will there be any interviews or written tests for applicant children during the Discretionary Places Admission stage?
- Answer (12) Schools must not conduct tests or interviews on the applicant children’s acquired curriculum knowledge.
- Question (13) How does the EDB verify the authenticity of the information provided by parents in relation to the POA application?
- Answer (13) The EDB will select a number of applications randomly for checking. The EDB may request parents to attend interview / and produce other relevant documents and information, such as further proof of residential address, or to make statutory declaration. The EDB may also conduct home visits as and when necessary. Suspected cases of using false address for POA applications may be reported to the School Places Allocation Section by calling the Hotline at 2832 7700.
- Question (14) How will the discretionary places admission results be released?
- Answer (14) Parents can view the results via ePOA from 10 am of 18 November 2024. Besides, all schools will release their discretionary places admission results by putting up a notice at their premises on the same day. Parents of successful applicant children should register with the school on 20 and 21 November 2024. Parents failing to register with the school on the specified dates will be deemed to have given up the discretionary place.

Question (15) What should parents do if they wish to arrange their children to attend Primary 1 in September 2025 but cannot apply for a discretionary place before the deadline?

Answer (15) If parents cannot apply for a discretionary place before the application deadline, they may arrange their children to participate in the Central Allocation. For application procedures, parents may refer to Question 6 of this FAQ.

If parents wish to arrange their children to attend Primary 1 this school year, i.e. in the 2024/25 school year, they may contact the Regional Education Office of the EDB direct as follows:

Hong Kong Regional Education Office	Tel: 2863 4646
Kowloon Regional Education Office	Tel: 3698 4108
New Territories East Regional Education Office	Tel: 2639 4876
New Territories West Regional Education Office	Tel: 2437 7272

Question (16) What should parents consider when choosing a school for children?

Answer (16) When choosing a primary school for children, parents should first identify children's characteristics, personalities, abilities and interests, and then consider various factors such as the sponsoring body, history, location and religion of a school, so as to make a suitable school choice.

Digitalisation of POA

Question (17) If a parent has submitted paper application in Discretionary Places Admission stage, can he / she switch to submit choice of schools via ePOA in Central Allocation stage?

Answer (17) Yes. If a parent has submitted paper application in Discretionary Places Admission stage and provided email address on the application form, the EDB will send a relevant email to him / her afterwards for him / her to activate the ePOA account by himself / herself. Parents who have bound their accounts to "iAM Smart+" can submit choice of schools via ePOA in Central Allocation stage.

Question (18) Upon digitalisation of POA, how could parents submit application for discretionary places and view results of discretionary places admission via the e-Platform?

Answer (18) If parents wish to submit application for discretionary places and view results of discretionary places admission via the e-Platform, they have to register their ePOA accounts via the "iAM Smart" mobile app. Parents who have bound their accounts to "iAM Smart+" can submit primary one applications and check the results of allocation of discretionary places through e-Platform. Parents who have bound their accounts to "iAM Smart" can check the results through the e-Platform.

Question (19) How does the EDB support parents in submitting applications for discretionary places through e-Platform?

Answer (19) The relevant videos and Parent Guides have been uploaded to the EDB's website [Path: EDB homepage (<https://www.edb.gov.hk>) > Education System and Policy > Primary and Secondary Education > School Places Allocation Systems > Primary One Admission System] for parents' reference. Besides, the EDB will also organise four parents' talks to provide the information regarding POA System and ePOA to parents in September 2024.

Question (20) If parents wish to register an "iAM Smart +" account, how could they apply for the account?

Answer (20) Parents can download and install "iAM Smart" mobile app and complete the registration of "iAM Smart" account online using mobile phone.

To further enable members of the public to register for and upgrade to the "iAM Smart+" account that provides a digital signing function, the Office of the Government Chief Information Officer (OGCIO) has launched the new version (3.5.0) of the "iAM Smart" mobile app. With mobile phones supporting the Near Field Communication (NFC) technology, members of the public can upgrade to this new version to read the card face data from the new smart identity (ID) card chip and easily register for or upgrade to "iAM Smart+" via the "iAM Smart" mobile app on their own, without the need to visit self-registration kiosks or service counters in person.

Meanwhile, members of the public can still register for or upgrade to "iAM Smart+" at more than 50 self-registration kiosks located across various districts, registration service counters of any post office or via the mobile registration services. For details, please refer to "iAM Smart" website: <https://www.iamsmart.gov.hk/>

Education Bureau

School Places Allocation

Last revision date: Sep 2024