

A. General Information

1. Important Notes

This Handbook contains important information relating to participation in the HKDSE. Candidates are strongly advised to familiarise themselves with the regulations, procedures and instructions provided in this Handbook. All candidates are required to abide by the regulations laid down in this Handbook when taking the examination.

Candidates should pay special attention to the following highlights regarding the 2018 HKDSE:

(1) Failure to produce Admission Form and / or Identity Card

Candidates must bring along the original of their admission form and identity card (or other valid identification document with a photograph) for inspection at each examination session. Failure in doing so may result in their answer scripts not being accepted by the HKEAA. Please refer to the General Instructions under Section B.

(2) Super-late Applications for Subject Amendment or Requests for Special Examination Arrangements (SEAs)

Any super-late requests for changes in subject entries will **NOT be accepted** on or after **17 March 2018** (i.e. 10 working days before the start of the first written examination on 29 March 2018). The HKEAA will not provide faxed copies of question papers to wrong-centre or wrong-version candidates. No special arrangements can be made on the spot for candidates who have registered for a wrong language version/paper/module. For wrong-version cases, the candidate will have to work on the version of the question papers available at the centre once he/she has read the question papers. However, the answers can be written in the language the candidate has registered for or intended to register for. The above deadline is also applicable to super-late requests for additional SEAs unless there are extenuating circumstances.

(3) English Language Paper 1 (Reading) and Paper 3 (Listening and Integrated Skills)

There are two parts in each of these two papers. All candidates must do Part A and then choose either Part B1, the easier section, or Part B2, the more difficult section. Candidates must tie their Part A question-answer book with the attempted Part B (i.e. **either B1 or B2**) question-answer book with the green tag provided. Invigilators will first collect the attempted Part A + Part B1/B2 question-answer books and then the unattempted Part B question-answer book separately. Barcode labels and candidate numbers need **NOT** be put on the cover of the unattempted Part B question-answer book of English Language Paper 1.

Note: There is a sessional break of 60 minutes between English Language Paper 1 and Paper 2. The sessional break includes the time for script collection in Paper 1 and the preparation time before the start of the Paper 2 examination.

(4) Chinese Language (Cantonese Version) and English Language Listening Components

The Chinese Language (Cantonese version) and English Language Listening components will be broadcast via radio or the Infra-red (IR) Transmission System. This information will be indicated on the Admission Form.

For radio-broadcast centres, candidates must bring their own radio set equipped with earphones to take the examination. Candidates assigned to centres using IR Transmission System must bring their own earphones to the examination centre but they need not bring a radio.

(5) Changes in Examination Time / Question Paper Format for some Subjects

Candidates should note the changes in examination time for Chinese Language Papers 1 & 2, Chinese History Papers 1 & 2 and History Papers 1 & 2 as indicated in the examination timetable on P.3. Regarding the changes in the question paper format of specific subjects/papers, please refer to Section E.

(6) Reporting Time in Speaking Examinations

Candidates must report to the reporting room supervisor of the assigned examination centre at the time specified on their admission form. If a candidate is late for more than **15 minutes**, he/she will **NOT be examined on that day** and will have to apply for rescheduling.

(7) Chinese Language Paper 4 (Speaking)

Starting from the 2018 HKDSE, groups of candidates will be numbered from 1 to 21 while individual candidates in each group will be identified with letters of the alphabet A to E. This information will be pre-printed on adhesive colour labels to be distributed to each candidate.

(8) Candidates' Discipline in Written and Speaking Examinations

Candidates are not allowed to take photographs, video-record or audio-record in the examination room (including the Reporting Room and Preparation Room for Speaking examinations) before/during/after the examinations, or else they will receive **a mark penalty**. If any photographs/videos/records are displayed electronically or publicly, the candidates concerned will receive **a subject downgrading**.

In Speaking examinations, candidates must not talk to other candidates (except during the group discussion) or use an electronic device* to communicate with others or access the internet/email/SMS/instant messaging application etc. after entering the reporting room (i.e. in the reporting room/preparation room/examination room/corridor/toilet) until the end of the examination. If any candidate disobeys the instructions, he/she will receive **a mark penalty, subject downgrading or may even be disqualified from the whole examination**.

(9) Mannerisms, Facial Expressions of Examiners or Other Candidates and Domination of Other Candidate(s) in Speaking Examinations

Candidates should focus on interacting with the other candidates during the group interaction. As the individual characteristics of the examiners or other candidates including mannerisms and facial expressions may vary, such variations are not regarded as an examination irregularity or deviation from stipulated examination procedures. Complaints about performance being affected by the mannerisms and facial expressions of the examiners or other candidates will **NOT be entertained**. In addition, examination procedures are in place to allow all candidates a fair chance to participate in the group interaction. In this regard, examiners will take appropriate action if they feel that any candidate is dominating the group interaction. The marking of dominating candidates will also be handled appropriately. Therefore, complaints from candidates about other candidates dominating the group interaction will **NOT be entertained**.

(10) Candidates Lodging Complaints / Reporting Irregularities

Candidates should seek help from invigilators immediately if there are any undesirable conditions at the examination centre. They should provide specific details about the undesirable condition(s) encountered (e.g. time and duration of the noise/disturbance) when lodging the complaints before they leave the examination centre. **No special consideration** will be given to candidates who do not report unsatisfactory conditions at the centre but subsequently claim that their performance has been affected by:

- ◆ insufficient examination time (unless there is substantiating evidence from the examination centre)
- ◆ normal background noise at examination centres (e.g. from outside vehicles, normal school activities, school bell etc.)
- ◆ undesirable examination centre conditions (e.g. noise, room temperature, lighting etc.) which are not reported to invigilation staff on the spot

For the listening component of the language subjects, complaints about poor reception under the following circumstances will **NOT be entertained**:

- ◆ taking the examination in the original centre without going to the 'Special Room' despite reception problems
- ◆ possible interference by the radios or antennae of other candidates

(11) Marking Correct Question Numbers on Answer Books / Supplementary Answer Sheets

Candidates should use either a pen or a pencil to put an 'X' in the correct question number box on each page of the answer book/supplementary answer sheets so that answers to the selected question(s) can be marked accordingly. Otherwise, the marking of the page(s) with wrong question number(s)/without any question number(s) may be affected. Also, candidates should **NOT** write answers to more than one question on the same page of the answer book/sheet. For details, please refer to Section B4(b).

(12) Applications for Rechecking and Remarking / Appeal Review

The application deadline for rechecking and remarking for Category A, Category B and Category C subjects is **5 calendar days** after the release of the examination results. For Categories A and B subjects, candidates should settle the required fee **within 2 calendar days after the date of submission of application**. **If the deadline for payment falls on a Sunday, it will be automatically deferred for 1 calendar day (i.e. to Monday)**. School candidates should follow the closing date for application set by their schools. Appeal review applications in respect of the processing of examination irregularities or rechecking and remarking process are accepted within **5 calendar days** after the release of the examination results or the rechecking and remarking results. For details, please refer to Section F.

(13) Candidates Lodging Appeals / Queries / Requests after the Examination

The 2018 HKDSE is deemed to be closed on 30 November 2018 (unless otherwise decided by the HKEAA), after which the HKEAA will not consider or entertain any appeals, queries or requests in relation to the examination.

* Electronic devices include tablets, mobile phones, multimedia players, electronic dictionaries, databank watches, smart watches or other wearable technologies with communication or data storage functions

2. Examination Timetable

日期 Date	時間 Time	Subject / Paper	科目 / 試卷
三月二十九日 (星期四) Thursday, 29th March	8:30 - 12:30	Visual Arts 1,2	視覺藝術 (一) 及 (二)
四月三日 (星期二) Tuesday, 3rd April	8:30 - 10:30 11:15 - 13:15	Chinese Literature 1 Chinese Literature 2	中國文學 (一) 中國文學 (二)
四月四日 (星期三) Wednesday, 4th April	8:30 - 11:30 13:30 - 15:30	Literature in English 1 Literature in English 2	英語文學 (一) 英語文學 (二)
四月六日 (星期五) Friday, 6th April	8:30 - 10:30 11:15 - 13:15	Design and Applied Technology 1 Design and Applied Technology 2	設計與應用科技 (一) 設計與應用科技 (二)
四月七日 (星期六) Saturday, 7th April	8:30 - 11:00 11:45 - 12:45	Biology 1 Biology 2	生物 (一) 生物 (二)
四月九日 (星期一) Monday, 9th April	8:30 - 10:10	Combined Science (Biology)	組合科學 (生物)
四月十日 (星期二) Tuesday, 10th April	8:30 - 10:30 11:15 - 12:45	Information & Communication Technology 1 Information & Communication Technology 2	資訊及通訊科技 (一) 資訊及通訊科技 (二)
四月十一日 (星期三) Wednesday, 11th April	8:30 - 10:00 10:45 - 12:15	Chinese Language 1 Chinese Language 2	中國語文 (一) 中國語文 (二)
四月十二日 (星期四) Thursday, 12th April	# 9:15 - 11:40*	Chinese Language 3 (Listening and Integrated Skills)	中國語文 (三) (聆聽及綜合能力考核)
四月十三日 (星期五) Friday, 13th April	8:30 - 10:30 11:15 - 12:30	Liberal Studies 1 Liberal Studies 2	通識教育 (一) 通識教育 (二)
四月十四日 (星期六) Saturday, 14th April	8:30 - 10:00 11:00 - 13:00	English Language 1 English Language 2	英國語文 (一) 英國語文 (二)
四月十五日 (星期日) Sunday, 15th April	9:15 - 12:10*	English Language 3 (Listening and Integrated Skills)	英國語文 (三) (聆聽及綜合能力考核)
四月十六日 (星期一) Monday, 16th April	8:30 - 10:45 11:30 - 12:45	Mathematics Compulsory Part 1 Mathematics Compulsory Part 2	數學 必修部分 (一) 數學 必修部分 (二)
四月十七日 (星期二) Tuesday, 17th April	8:30 - 10:00 10:45 - 12:45	Technology & Living 1 Technology & Living 2	科技與生活 (一) 科技與生活 (二)
四月十八日 (星期三) Wednesday, 18th April	8:30 - 11:00 11:45 - 12:45	Physics 1 Physics 2	物理 (一) 物理 (二)
四月十九日 (星期四) Thursday, 19th April	8:30 - 10:10	Combined Science (Physics)	組合科學 (物理)
四月二十日 (星期五) Friday, 20th April	8:30 - 10:45 11:30 - 12:45	Chinese History 1 Chinese History 2	中國歷史 (一) 中國歷史 (二)
四月二十一日 (星期六) Saturday, 21st April	8:30 - 10:45 11:30 - 12:45	Physical Education 1 Physical Education 2	體育 (一) 體育 (二)
四月二十二日 (星期日) Sunday, 22nd April	8:30 - 10:30 11:15 - 12:45	History 1 History 2	歷史 (一) 歷史 (二)
四月二十三日 (星期一) Monday, 23rd April	8:30 - 10:30 11:15 - 12:45	Integrated Science 1 Integrated Science 2	綜合科學 (一) 綜合科學 (二)
四月二十四日 (星期二) Tuesday, 24th April	8:30 - 11:00 11:45 - 12:45	Chemistry 1 Chemistry 2	化學 (一) 化學 (二)
四月二十五日 (星期三) Wednesday, 25th April	8:30 - 10:10	Combined Science (Chemistry)	組合科學 (化學)
四月二十六日 (星期四) Thursday, 26th April	8:30 - 10:15 11:00 - 12:45	Ethics & Religious Studies 1 Ethics & Religious Studies 2	倫理與宗教 (一) 倫理與宗教 (二)
四月二十七日 (星期五) Friday, 27th April	8:30 - 9:45 10:30 - 12:45	Business, Accounting & Financial Studies 1 Business, Accounting & Financial Studies 2	企業、會計與財務概論 (一) 企業、會計與財務概論 (二)
四月二十八日 (星期六) Saturday, 28th April	8:30 - 10:30 11:15 - 13:00	Health Management & Social Care 1 Health Management & Social Care 2	健康管理與社會關懷 (一) 健康管理與社會關懷 (二)
四月二十九日 (星期日) Sunday, 29th April	8:30 - 11:00 11:45 - 13:00	Geography 1 Geography 2	地理 (一) 地理 (二)
四月三十日 (星期一) Monday, 30th April	8:30 - 11:00	Mathematics Extended Part Modules 1&2	數學 延伸部分 單元 (一) 及 (二)
五月一日 (星期二) Tuesday, 1st May	8:30 - 9:30 10:15 - 12:30	Economics 1 Economics 2	經濟 (一) 經濟 (二)
五月二日 (星期三) Wednesday, 2nd May	8:30 - 9:45 10:30 - 12:15	Tourism & Hospitality Studies 1 Tourism & Hospitality Studies 2	旅遊與款待 (一) 旅遊與款待 (二)
五月三日 (星期四) Thursday, 3rd May	8:30 - 10:00 10:45 - 12:15	Music 1A Music 1B	音樂 1A 音樂 1B
五月四日 (星期五) Friday, 4th May		Reserve	後備
五月五日 (星期六) Saturday, 5th May		Reserve	後備

廣東話組卷三的報到時間為上午 9 時 15 分；普通話組卷三的報到時間為上午 9 時 30 分。

Candidates taking the Cantonese version of Paper 3 should report at 9:15 a.m. while those taking the Putonghua version should report at 9:30 a.m.

* 約計聆聽卷別的完結時間

Approximate examination end time of the Listening papers

註：

Note:

2018 年 3 月 30 日至 4 月 2 日 (復活節假期)；2018 年 4 月 5 日 (清明節假期)；2018 年 5 月 1 日 (勞動節)

30 March – 2 April 2018 (Easter Holidays); 5 April 2018 (Ching Ming Festival); 1 May 2018 (Labour Day)

注意：應考下列科目 / 卷別的考生應參閱其准考證上所列的考試日期和時間 (報到時間)：

Note: Candidates should refer to their Admission Form for the examination date and time (reporting time) for the following Subjects / Papers:

日期 Date	時間 Time	Subject 科目 / Paper 試卷
2018 年 2 月中旬至 3 月下旬 mid February – late March 2018	8:00 - 17:30	Physical Education 3 (Practical) 體育 卷三 (實習考試)
2018 年 2 月下旬至 4 月中旬 late February – mid April 2018	9:00 - 18:00	Music 2, 4B (Practical) 音樂 卷二、四乙 (實習考試)
2018 年 3 月 13 日至 22 日 (星期一至星期五) (後備：2018 年 3 月 23 日) 13 March – 22 March 2018 (Monday to Friday) (Reserve Date: 23 March 2018)	17:00 - 20:30	Chinese Language 4 (Speaking) 中國語文 卷四 (口試)
2018 年 5 月 2 日至 11 日 (星期一至星期五) (後備：2018 年 5 月 14 日) 2 May – 11 May 2018 (Monday to Friday) (Reserve Date: 14 May 2018)	17:00 - 20:30	English Language 4 (Speaking) 英國語文 卷四 (口試)
2018 年 5 月 17 日至 18 日 (星期四及星期五) (後備：2018 年 5 月 21 日) 17 May – 18 May 2018 (Thursday & Friday) (Reserve Date: 21 May 2018)	17:00 - 20:30	Chinese Language 4 (Speaking) (SEN Sessions) 中國語文 卷四 (口試) (特殊需要考生)
2018 年 5 月 24 日至 25 日 (星期四及星期五) (後備：2018 年 5 月 28 日) 24 May – 25 May 2018 (Thursday & Friday) (Reserve Date: 28 May 2018)	17:00 - 20:30	English Language 4 (Speaking) (SEN Sessions) 英國語文 卷四 (口試) (特殊需要考生)

Candidates are expected to make themselves available for the whole examination period including the reserve examination dates specified above in case any written/speaking examinations are rescheduled due to unforeseeable circumstances.

考生應預留整個考試時段包括上述列出的後備考試日期，如遇到一些未能預計的情況，筆試 / 口試可能會被安排於後備考試日期進行。

3. List of Services and Related Supplementary Fees

Service	Fee				Date
Addition/Change of subjects/papers/elective modules OR Change of language version	On or before 30/11/2017 \$248 per application				Application will normally NOT be accepted after 14 December 2017
	1/12/2017 to 14/12/2017 \$383 per subject plus subject fee				
Note: Any super-late requests for changes will NOT be accepted from 17 March 2018.					
Rescheduling of Speaking Examination dates	Before examination date: \$271				From 1 March 2018 onwards
	After examination date: \$383				Within 3 working days after the examination date (during office hours & including Saturday) Late applications will NOT be accepted
Issue of replacement Admission Forms	\$248				Deadline: 31 May 2018
Issue of replacement Results Notices	\$248				Deadline: 31 October 2018
Applications for Rechecking and Remarking (see Section F, Part 3)	Rechecking	Language Subject	School Candidate \$207	Private Candidate \$249	Within 5 calendar days after the release of examination results (Note: School candidates should abide by the closing date set by their own schools)
		Non Language Subject	\$173	\$207	
	Remarking	Combined Science component	\$414 per component	\$496 per component	
		Non Language Subject	\$688	\$826	
		Language Subject (excluding Speaking)	\$826	\$991	
		Language Subject component (excluding Speaking)	\$330 per component	\$396 per component	
		Language Subject Speaking	\$661	\$794	
Category A Subjects	Rechecking	per subject	\$173	\$207	
Category C Subjects	Rechecking	per subject	\$207	\$249	
	Remarking	per subject (excluding Speaking)	\$826	\$991	
	Remarking (with a copy of script)	per subject (excluding Speaking)	\$1,211	\$1,376	
Applications for Appeal Review (see Section F, Part 4)	Examination Irregularities			\$870 per case	Within 5 calendar days after the release of examination results
	Rechecking / Remarking Process			\$870 per subject	Within 5 calendar days after the release of rechecking / remarking results
	Marking of Scripts			\$870 per subject	Within 10 calendar days after the scripts are made available to the candidate

- ◆ For changes of personal data, private candidates should submit their applications together with relevant supporting documents in person (or through an authorised representative who should produce a photocopy of the candidate's identification document for inspection) to the HKEAA Southern Centre office on or before 16 January 2018. School candidates should apply via their schools. After verification of the related documents, the school should forward the applications to the HKEAA for amendment. Any applications received after the above deadline will result in the requested changes not reflected on admission forms or speaking examination score sheets (if applicable). Candidates should submit their applications on or before 4 July 2018 if they would like to have the requested changes updated on the Results Notice.
- ◆ For rescheduling of speaking examination dates, candidates should apply in person (or through an authorised representative who should produce a photocopy of the candidate's identification document for inspection) together with the original copy of both the admission form and supporting documents. The supplementary fee will be waived for rescheduling due to illness or timetable clash with public examinations held by the HKEAA/internal examinations in secondary schools/speech day organised by schools approved for participation in the HKDSE (a certification letter from the school is required). Candidates applying for rescheduling due to illness must submit their application together with original documentary proof of their illness to be considered for the fee waiver. SEN candidates applying for rescheduling of speaking examination from SEN sessions to normal sessions due to cancellation of special examination arrangements are required to pay the supplementary fee mentioned in the above table.
- ◆ For candidates with substantiated financial difficulties who are receiving financial aid, the HKEAA may consider waiving part of the supplementary fees on a case by case basis. Candidates should request a fee waiver at the time they apply for the above services. School candidates should submit their requests through their schools.
- ◆ For the replacement of documents, candidates may submit their applications in person or through an authorised representative who should produce a photocopy of the candidate's identification document for inspection. School candidates should submit their applications along with a school letter.

4. Important Dates

	Event	Date
1	Issue of Handbook for Candidates (for Category A and Category B subjects)	Mid-December 2017
2	Deadline for Withdrawal from the 2018 HKDSE	30 November 2017
3	Issue of Admission Forms: - For Category A practical examinations - For Category A written examinations	Late January 2018 Mid-February 2018
4	Examination Periods: - Written examinations (Category A subjects) - Chinese Language Paper 4 (Speaking) - English Language Paper 4 (Speaking) - Chinese Language Paper 4 (Speaking) (SEN Session) - English Language Paper 4 (Speaking) (SEN Session)	29 March - 3 May 2018 13 March - 22 March 2018 2 May - 11 May 2018 17 May - 18 May 2018 24 May - 25 May 2018
5	Release of Examination Results: - Category A and Category B subjects	11 July 2018 (tentative)
6	Applications for Rechecking and Remarking for Category A and Category B Subjects: - Deadline for application - Release of results	16 July 2018 8 August 2018 (tentative)
7	Appeal Review Applications on Examination Irregularities: - Deadline for application - Release of results	16 July 2018 Around 8 August 2018
8	Appeal Review Applications on Rechecking & Remarking Process: - Deadline for application - Release of results	13 August 2018 Around 10 September 2018
9	Appeal Review Applications on Marking of Scripts: - Deadline for application - Release of results	- 10 calendar days after the scripts are made available to the candidates - Around mid-October or late November, depending on the date of application
10	Issue of Certificates	October 2018
11	Closing of Examination	30 November 2018

5. Useful Contact Information

Hong Kong Examinations and Assessment Authority		
	Wan Chai Office	San Po Kong Office
Address	School Examinations and Assessment Division 12/F, Southorn Centre 130 Hennessy Road, Wan Chai, Hong Kong	Publications Unit G/F, 17 Tseuk Luk Street San Po Kong Kowloon
Telephone	3628 8860	3628 8263
Fax	3628 8928	3628 8291
Office Hours	Monday to Friday 8:30 am – 5:00 pm Saturday 9:00 am – 12:00 noon (Closed on General Holidays)	
Areas of Work & Services Provided	<ul style="list-style-type: none"> ◆ Enquiries about the HKDSE ◆ Change of candidates' personal or entry data / change of speaking examination dates ◆ Re-issue of admission forms / results notices ◆ Sale of HKDSE Publications, such as Regulations and Assessment Frameworks / Question Papers for Category A subjects (with marking schemes and comments on candidates' performance) / Examination Report ◆ Issue of Letters of Certification / Statements of Results / Certifications for Entering / Participation in an Examination 	<ul style="list-style-type: none"> ◆ Sale of HKDSE Publications, such as Regulations and Assessment Frameworks / Question Papers for Category A subjects (with marking schemes and comments on candidates' performance) / Examination Report ◆ Issue of Letters of Certification / Statements of Results (for non-express service only) / Certifications for Entering / Participation in an Examination
Website	http://www.hkeaa.edu.hk	
Email	dse@hkeaa.edu.hk	
DSE Express	http://blog.hkeaa.edu.hk/	
HKDSE Apps	HKDSE App is now available for free at App Store and Google Play. For details, please visit http://www.hkeaa.edu.hk/en/app/	

Useful Telephone Numbers 📞

		Telephone No.
HKEAA	<ul style="list-style-type: none"> ◆ Enquiries about the HKDSE ◆ Report of examination irregularities ◆ Report of noise disturbance at centres before the examination ◆ Lodging complaints ◆ Report of illness before an examination 	3628 8860
Citybus Ltd.		2873 0818
MTR Corporation Ltd.		2881 8888
New World First Bus Services Ltd.		2136 8888
The Kowloon Motor Bus Co. (1933) Ltd.		2745 4466
Tropical Cyclone Warning Signal Enquiries		2835 1473

6. Data Access Request under Personal Data (Privacy) Ordinance

Pursuant to the Personal Data (Privacy) Ordinance (PDPO), candidates may apply to access their examination-related personal data including video recordings in the speaking examinations. Details of applications (including the date for destruction of examination scripts and irregularity reports of the 2018 HKDSE) will be given in the Application Guide on Data Access Request, which will be available on the HKEAA website (www.hkeaa.edu.hk/en/our_services/personal_data/) in May 2018.