

Schools

University of Cambridge International Examinations, GCE London Examinations, Edexcel, GCE

1. We would like to present students for GCE AS/A-Level Examination. What should we do?

Only GCE/IGCSE/GCSE participating schools of the Hong Kong Examinations and Assessment Authority (HKEAA) can enter their students for GCE AS/A-Level (Chinese) Examination via the HKEAA. Such schools must be on the registered school lists of the Education Bureau. When a school applies to the HKEAA to become a participating school, a copy of the registration certificate and fees certificate issued by the Education Bureau should be attached to the application.

2. Who are eligible for the “subsidized examination fee”* for the GCE AS/A-Level (Chinese) Examination?

To be eligible for the “subsidized examination fee”, the Non-Chinese Speaking (NCS) candidates should be studying at Secondary 4 to Secondary 6 pursuing the local curriculum and are presented by their school to take the GCE AS/A-Level (Chinese) administered by the HKEAA. Also, these candidates should have met either of the specified circumstances of:

- (i) having learned Chinese Language for less than 6 years while receiving primary and secondary education; or
- (ii) having learned Chinese Language for 6 years or more in schools, but have been taught an adapted and simpler curriculum not normally applicable to the majority of students in local schools,

Arrangements for maximum entries

NCS candidates who have satisfied the above specified circumstances will, during their full-time senior secondary school years, be eligible for the “subsidized examination fee and examination fee remission” for:

- (i) up to two entries for any of the following examinations: London GCSE (Chinese) Examination, London IGCSE (Chinese) Examination, Cambridge IGCSE (Chinese) Examination, London GCE AS-Level (Chinese) Examination and Cambridge GCE AS-Level (Chinese) Examination; and
- (ii) up to two entries for the London GCE A-Level (Chinese) Examination and Cambridge GCE A-Level (Chinese) Examination.

* Please refer to the Education Bureau Circular No. 19/2012 of 7 December 2012 for details.

3. How much is the examination fee of the GCE AS/A-Level (Chinese) Examination if my students are eligible for the “subsidized examination fee”*?

The Education Bureau has made arrangements with the HKEAA to reduce the GCE AS/A-Level (Chinese) examination fee for eligible school candidates to a level on par with the Hong Kong Diploma of Secondary Education (HKDSE) (Chinese). For instance, the subsidized examination fee for eligible candidates sitting for the 2015 London GCE (Chinese) Examination is HK\$567 for taking London GCE A-Level all units or Unit 3 or taking AS-Level Unit 1 and Unit 2 in one examination series. The subsidized examination fee is

\$283 for taking either AS-Level Unit 1 or Unit 2 of the London GCE Chinese examination in 2015. The examination fee of HKDSE is subject to annual review by HKEAA.

*Please refer to the Education Bureau Circular No. 19/2012 of 7 December 2012 for details.

4. What are the application procedures for the “subsidized examination fee”* for the GCE AS/A-Level (Chinese) Examination?

Heads of Participating Schools are requested to complete supplementary entry forms for “Application for Subsidized Examination Fee/ Examination Fee Remission” and attach properly completed supplementary entry forms to their students’ respective entry forms.

* Please refer to the Education Bureau Circular No. 19/2012 of 7 December 2012 for details.

5. What if a candidate is subsequently found not eligible for the “subsidized examination fee”* for the GCE AS/A-Level (Chinese) Examination?

If a candidate is subsequently found not eligible for the “subsidized examination fee”, the participating school presented the candidate for the examination will be required to arrange for paying the HKEAA normal examination fee (e.g. HK\$1,480 for each unit under the London GCE (Chinese) 2015 examinations) at least two weeks before the commencement of the examination.

* Please refer to the Education Bureau Circular No. 19/2012 of 7 December 2012 for details.

6. Who are eligible for the “examination fee remission” for the GCE AS/A-Level (Chinese) Examination?

Effective from the 2012/13 school year, the “examination fee remission scheme” (EFR) has been extended to cover needy eligible non-Chinese-speaking students sitting for the GCSE (Chinese) /IGCSE (Chinese) /GCE AS and A-Level (Chinese) Examination, with remission of full or half of the “subsidized examination fee” (refer to Q2 and Q3 above). Students who can pass the means test of Student Finance Office (SFO) of the Working Family and Student Financial Assistance Agency are eligible to apply for EFR.

To be eligible for full or half EFR, the candidates should meet the specified circumstances as stated in the Education Bureau Circular No. 19/2012 of 7 December 2012 and, on top, either one of the following criteria:

- a. Candidates whose ‘Eligibility Level’ has been assessed as ‘Full’ or ‘Half’ by the SFO; or
- b. Candidates who study in government, aided, per caput grant secondary day schools and local private day schools under the Direct Subsidy Scheme and are recommended for receiving ‘Full’ or ‘Half’ grant of School Textbook Assistance by the attending schools.

As to how schools can ascertain whether the students are eligible for ‘Full’ or ‘Half’ grant, there are presently two channels:

(1) schools may identify eligible students for Full or Half EFR with reference to the School Textbook Assistance / Student Travel Subsidy (TA/STS) result data files transmitted by the SFO via CDS/WebSAMS to schools; and

(2) schools may request students to provide either one of the following documentary proofs to

support their claim for eligibility for EFR:

- (a) “Notification of Result on Assessment of Eligibility” (notification letter in green): Student-applicants who are past recipients of School Textbook Assistance (TA) and have submitted the “Application for Assessment of Eligibility for Primary and Secondary Students (Form B)” together with the “Application for Financial Assistance Scheme(s) (Form R)” to the SFO will receive the notification letter from the SFO, provided they can pass the means test. The notification letter states, among others, the student’s assessed level of assistance; and
- (b) Eligibility Certificate (EC in pink): Students other than those in (a) above who apply for student finance from the SFO and can pass the means test will each receive an EC issued by the SFO, which indicates the assistance level the student is entitled to. Normally, original copy of the EC has been returned to the schools for applying for various financial assistance schemes. Hence, the student may only be able to produce the copy of the EC to the school.

7. What are the application procedures for the “examination fee remission” and how much is the examination fee of the GCE AS/A-Level (Chinese) Examination?

Heads of Participating Schools are requested to complete supplementary entry forms for “Application for Subsidized Examination Fee/ Examination Fee Remission” and attach properly completed supplementary entry forms to their students’ respective entry forms. Eligible candidates receiving “Full” grant as indicated in the TA/STS result data files transmitted from the SFO via CDS/WebSAMS and the notification letter / EC would not need to pay any examination fee while eligible students receiving “Half” grant would need to pay half of the “subsidized examination fee” at the time of registration for GCE AS/A-Level (Chinese) Examination.

8. What are the procedures for handling supplementary “examination fee remission”(EFR) applications for the GCE AS/A-Level (Chinese) Examination after submission of entries?

Heads of Participating Schools may receive TA / STS result data files transmitted by the SFO via CDS/WebSAMS to schools or notification letter / late Eligibility Certificate submitted by eligible candidates informing them of additional applications for EFR, adjustments of assistance level for EFR and confirming their eligibility level for EFR after submitting the registration. Please notify the International and Professional Examinations Division of the HKEAA and apply for EFR for those eligible candidates. Such supplementary EFR applications should be submitted on or before the specific date of the year of the examination, or within 1 month after the issue of the EC (or notification of assistance level adjustment), whichever is later. Late EFR applications will not be accepted. Candidates who have paid the examination fees will be refunded once the SFO has confirmed their eligibility.

9. What if the candidate is subsequently found not eligible for the “examination fee remission” for the GCE AS/A-Level (Chinese) Examination?

If the candidate is subsequently found not eligible for the “examination fee remission”, the participating school presented the candidate for the examination will be required to arrange for paying the HKEAA either the “subsidized examination fee” (i.e. the subsidized examination fee is HK\$567 for taking London GCE A-Level Unit 3 or taking all units or taking AS-Level Unit 1 and Unit 2 in one examination series. The subsidized examination fee is \$283 for taking either AS-Level Unit 1 or Unit 2 of the London GCE Chinese Examination in 2015) if approved by the Education Bureau or the normal examination fee (e.g. HK\$1,480

for each unit under London GCE (Chinese) 2015 Examination) at least two weeks before the commencement of the examination.

10. If my student leaves my school or withdraws from the examination, will there be a refund of the examination fee paid?

Heads of Participating Schools are requested to notify HKEAA immediately if any candidates leave the school or withdraw from the examination. However, examination fee paid by a candidate who subsequently withdraws his/her entry, or is absent from the examination, will NOT be refunded.

If eligible school candidates who have entered for the GCE AS/A-Level (Chinese) Examination and have been granted Full or Half EFR at the time of registration finally withdraw their entries, or are absent from the examination, they will be considered as having taken one examination entry and having benefited once from the “subsidized examination fee/examination fee remission”, if applicable.