

Ref.: DSE/CR 3/2018

4 September 2017

**Hong Kong Diploma of Secondary Education Examination 2018**  
**Examination Circular No. (2) 2017/2018**  
**Registration of School Candidates for Category A and Category B Subjects**

**1. Registration of School Candidates**

- (a) The September Registration covering Category A and Category B subjects of the 2018 Hong Kong Diploma of Secondary Education Examination (HKDSE) will be accepted **from 13 September to 9 October 2017**. Schools presenting students for the Examination are required to register with the HKEAA via the Registration System at the HKDSE Examination Online Services (<https://www.hkdse.hkeaa.edu.hk>). Hardcopy of entry forms will **not** be accepted.
- (b) For details about the selection of subjects, please refer to *Annex 1*.
- (c) Before submitting their students' registration entries to the HKEAA, schools should make sure that all students entering for the 2018 HKDSE are bona fide S6 students in the school year 2017/2018. For details relating to Category B subjects, please see *paragraph 2 of Annex 1*.
- (d) Schools should remind their students that they must abide by the regulations laid down in the HKDSE Examination Regulations and Handbook for Candidates when taking the examination. Candidates in breach of any regulations or requirements are subject to penalty.

**2. Important administrative arrangements and changes for the 2018 HKDSE**

Your attention is drawn to the following important administrative arrangements and changes for the 2018 HKDSE:

Item	Description
<b>Physical Education (PE) Paper 3 (Practical Exam)</b>	Under the track events for boys, the 100 m hurdles will be changed to 110 m hurdles with effect from the 2018 HKDSE. Please pay attention to the above change in the selection of the PE Paper 3 physical activities during registration for the candidates concerned.
<b>Registration for Category B subjects (ApL subjects) and Reporting of Results</b>	Although there are no public examinations for Category B subjects, schools are required to register the candidates concerned [including Secondary 4 or Secondary 5 repeaters (if any) as mentioned in <i>paragraph 2(c) of Annex 1</i> ] for ApL subjects in the Registration System within the registration period; otherwise the candidates' results of Category B subjects will not be shown on their 2018 HKDSE results notices and certificates (if applicable) nor be carried forward to the 2019 HKDSE and beyond. School Examination Officers (SEOs) should pay special attention to the name of the ApL subjects as some of the course names are very similar.

Item	Description
	Starting from the 2018 HKDSE, the reporting of students' performance in ApL subjects will be further refined from the existing two levels of "Attained" and "Attained with Distinction" to three levels of "Attained", "Attained with Distinction (I)" and "Attained with Distinction (II)". "Attained with Distinction (I)" and "Attained with Distinction (II)" are comparable to level 3 and level 4 or above of HKDSE Category A subjects respectively. For ApL Chinese (for non-Chinese speaking students), the existing levels of results, i.e. "Attained" and "Attained with Distinction", will continue to be used.
<b>Abolition of Category C June series examinations</b>	In view of the extremely low school candidature and the fact that the timing of the results release of the June series no longer serves any useful purpose for local tertiary admissions, the June series examinations will cease to be offered from the 2018 HKDSE. Hence, only the November 2017 series will be offered.
<b>Super-late applications for entry and subject amendment</b>	Applications will normally not be accepted after 14 December 2017. Requests made thereafter will be exceptionally considered by the Secretary General on a case-by-case basis. <b>In addition, any super-late requests for changes will not be accepted after a date to be stipulated by the HKEAA upon distribution of the Admission Form.</b>

### 3. Registration Procedures and Support for Schools

#### (a) Guides to Schools for Preparing Entries

To facilitate schools in preparing candidates' entries for the 2018 HKDSE, the "**Guides to Schools for Preparing Entries – September Registration**", which introduces the step-by-step registration procedures, highlights the important points to note and the documents that need to be downloaded by schools/candidates, is provided in *Annex 2* for ease of reference. School principals and SEOs may follow the summary of important dates in *paragraph 4* below and read the guides to carry out the administrative works that will take place during the period.

#### (b) School Briefing

Two identical briefing sessions have been arranged in the afternoon of **12 and 14 September 2017**. The briefing will be divided into two parts:

**Part 1** - Procedures for the September Registration

**Part 2** - Applications for Special Examination Arrangements

The programme rundown is given in *Annex 4*. To facilitate our logistics arrangements, School Principals/SEO should sign up for one of the briefing sessions (either one part or both parts) **via the School Information Management (SIM) System (*Login HKDSE Examination Online Services* → *School Information Management* → *Maintain* → *Register Event*) on or before 9 September 2017 (Saturday)**. Due to limited seating capacity, each school may nominate up to two representatives to attend each part of the briefing session. The presentation materials will also be uploaded to the main page of the respective systems of the HKDSE Examination Online Services and the 'School and Teacher' corner of the HKEAA website by 14 September 2017.

### 4. Examination Timetable and Important Dates

The timetable for the 2018 HKDSE is given in *Annex 3*. A summary of the important dates pertaining to the September Registration of the 2018 HKDSE is given below for ease of reference:

	<b>Event</b>	<b>Date</b>	<b>References</b>
<b>September – October 2017</b>			
1.	Register for School Briefing via SIM	By 9 September 2017	<i>Annex 4 Rundown</i>
2.	Applications for special examination arrangements for SEN candidates	6 September – 27 September 2017	<i>Annex 2 Part 4 – Application for Special Examination Arrangements</i>
3.	Application for SBA Exemption for S6 school repeaters	By 13 September 2017	<i>Annex 1 Paragraph 1(c)</i>
4.	Registration for Categories A and B subjects	13 September – 9 October 2017	<i>Annex 2 Part 1 – Preparation</i>
5.	Payment of examination fee	By 11:59 pm on 16 October 2017	<i>Annex 2 Part 3 Paragraphs 3.1 &amp; 3.2 – Payment</i>
6.	Late payment of examination fee	Between 17 October 2017 and before 12:00 noon on 21 October 2017 ( <b>Note:</b> Entries will be accepted on payment of a supplementary fee of \$248 per candidate in addition to the subject fees)	<i>Annex 2 Part 3 Paragraph 3.3 – Late Payment</i>
<b>November – December 2017</b>			
7.	Applications for Late Entry / Subject Amendment	16 November – 30 November 2017 (tentative)	<i>Annex 2 Part 5 – Late Entry / Subject Amendment</i>
8.	Payment of supplementary fee & subject fees (if applicable)	By 11:59 pm on 7 December 2017	
9.	Deadline for withdrawal	30 November 2017	<i>Annex 2 Part 9 – Withdrawal from the Examination</i>
<b>January – February 2018</b>			
10.	Release of examination results: - Category C (November 2017 series) subjects	Mid-January 2018 (tentative)	
11.	Issue of Admission Forms - For practical examinations of Physical Education and Music - For Categories A subject examinations	Late January 2018 Mid-February 2018	<i>Annex 2 Part 10 – Handbook for Candidates and Admission Forms</i>
<b>March – May 2018</b>			
12.	Examination periods - Chinese Language Speaking examinations - Written examinations (Category A subjects) - English Language Speaking examinations - Chinese Language Speaking examinations (SEN sessions) - English Language Speaking examinations (SEN Sessions)	13 March to 22 March 2018 (tentative) 29 March – 3 May 2018 2 May to 11 May 2018 (tentative) Mid to late May 2018 Mid to late May 2018	<i>Annex 3 Examination Timetable</i>
<b>July 2018</b>			
13.	Release of examination results: - Categories A & B subjects	11 July 2018 (tentative)	<i>Annex 3 Examination Timetable</i>

## 5. Enquiries

- (1) For enquiries on the WebSAMS, please contact:  
WebSAMS Help Desk (EDB) (Tel. No.: 3125 8510)  
CDS Help Desk (EDB) (Tel. No.: 3464 0550)
  
- (2) For general enquiries on the registration for the 2018 HKDSE, please contact:  
HKEAA Public Examinations Information Centre (Tel No.: 3628 8860)  
(Email: [dse@hkeaa.edu.hk](mailto:dse@hkeaa.edu.hk))

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General Manager, School Examinations and Assessment Division

To: Principals of schools participating in the 2018 HKDSE

**Hong Kong Diploma of Secondary Education Examination 2018**  
**Registration of School Candidates for Category A and Category B Subjects**  
**Selection of Subjects**

The September Registration of the 2018 HKDSE covers **Category A and Category B subjects**. The Category C June series examinations will cease to be offered with effect from the 2018 HKDSE. The number of subjects entered in the June and September 2017 registrations will be combined and the total number is limited to a maximum of eight subjects. Candidates entering for eight subjects should make sure that at least one of the subjects chosen comes from the following areas:

- (a) Ethics and Religious Studies / Music / Physical Education / Visual Arts in Category A
- (b) Applied Learning subjects in Category B
- (c) Other language subjects in Category C

**1. Registration for Category A subjects**

- (a) 24 Senior Secondary subjects will be offered in the Category A examinations. In any subjects examinable in both Chinese and English, candidates may enter for one language version only in the same Examination.
- (b) For subjects with a School-based Assessment (SBA) component, schools are required to fulfill the SBA requirements for the subjects entered by candidates of their schools. The HKEAA will not accept entries for subjects from candidates presented by schools which have not joined the SBA scheme for those subjects.
- (c) School candidates who repeat Secondary 6 (S6) in schools have to be re-assessed in S6 and meet the SBA requirements of the respective subjects entered. If the schools do not offer the elective subject(s) that the candidates wish to re-take in the examination, the candidates may apply for exemption from the SBA for the particular subject(s). The candidates' subject result will be based entirely on their public examination result (see also **Regulation 7.9**). This special exemption does not apply to the core subjects – Chinese Language, English Language and Liberal Studies. **Application for exemption must be submitted to the Authority on or before 13 September 2017.** Schools should fill in the application form (available for download from the Registration System from 6 September 2017) and submit it to the Authority for consideration together with the relevant supporting documents.
- (d) Schools presenting their students for any practical subjects which require laboratory / workshop facilities (i.e. Biology / Chemistry / Physics / Combined Science / Integrated Science / Design and Applied Technology / Technology and Living) should have declared that they can provide the laboratory / workshop facilities for practical work.
- (e) Candidates entering for the subjects Business, Accounting and Financial Studies / Design and Applied Technology / Ethics and Religious Studies / Information and Communication Technology / Music / Technology and Living / Visual Arts are required to choose the papers / modules for which they wish to enter. Candidates entering for the Music / Physical Education examination are required to make a selection of musical instruments / physical activities. Candidates entering for Music Paper 4B but have not been exempted from the relevant examination must perform on the instrument(s) and / or voice chosen upon registration. Performance on extra instrument(s) or voice not chosen during registration will not be assessed by examiners. On the other hand, candidates who fail to perform on all instrument(s) and / or voice chosen during registration will

receive a mark penalty. The relevant requirements and the changes in the requirements of Paper 2 and Paper 4B are stipulated in the 2018 HKDSE Examination Regulations and Assessment Frameworks which is accessible from the HKEAA website at [www.hkeaa.edu.hk](http://www.hkeaa.edu.hk) → HKDSE → Assessment Information → Subject Information. Schools should also read **Part 2** of the “**Guides to Schools for Preparing Entries (September Registration)**” at **Annex 2** for details about the entry of registration data for these subjects in the Registration System.

- (f) Candidates entering for the Mathematics examination may choose to take either the Compulsory Part only or the Compulsory Part plus one of the modules of the Extended Part. As the Compulsory Part and the Extended Part of Mathematics are counted as one subject only, candidates must choose the same language version for both parts.
- (g) Candidates entering for the subjects Biology / Chemistry / Physics / Combined Science / Integrated Science may enter for only one subject in each of the following groups in the same Examination:
  - Group 1: Biology, Integrated Science, Combined Science (Biology & Chemistry), Combined Science (Biology & Physics)
  - Group 2: Chemistry, Integrated Science, Combined Science (Biology & Chemistry), Combined Science (Chemistry & Physics)
  - Group 3: Physics, Integrated Science, Combined Science (Biology & Physics), Combined Science (Chemistry & Physics)

## 2. Registration for Category B (Applied Learning) subjects

- (a) The 36 Category B Applied Learning (ApL) subjects approved by the Education Bureau are developed by course providers.
- (b) The assessments of ApL subjects are undertaken by course providers. The HKEAA is responsible for monitoring the process and the moderation of final assessment results.
- (c) A Secondary 4 (S4) or Secondary 5 (S5) repeater who is a Y2 student of an ApL subject in the school year 2017/2018 may enter for “ApL subjects only” of the 2018 HKDSE as a school candidate with the support of the school principal and the course provider concerned. Schools should submit the entry of these candidates for “ApL subjects only” via the Registration System within the registration period. Candidates should pay the examination fees before the stipulated payment deadline. S4 or S5 repeaters entering for “ApL subjects only” as school candidates are no longer required to seek special approval from the HKEAA or submit supporting documents via their school. Endorsement will be given by the school principal upon confirmation with the course provider(s) via clicking the related declaration in the Registration System before the submission of entries so that their result of the ApL subject(s) will be shown on their 2018 HKDSE results notice and certificate (if applicable). Schools are requested to remind your S4 or S5 repeaters (if any) that if they do not register for the ApL subjects this year, the ApL subject results will not be shown on the 2018 HKDSE results notice and certificate (if applicable) nor be carried forward to the 2019 HKDSE and beyond. If the application is not accepted, a refund of the examination fees paid will be arranged to the candidates concerned.
- (d) An S6 repeater may re-take the same ApL subject(s) as a school candidate in the 2018 HKDSE with the support of the course provider(s) concerned, subject to the proviso that the Y2 ApL assessment results to be submitted to the HKEAA for moderation should form at least 50% of the subject total. Schools should register these candidates for the ApL subjects as well as other subjects via the Registration System within the registration period.

More details about the selection of subjects for the 2018 HKDSE are provided in the “Instructions to Applicants” which can be downloaded from the Registration System and the HKEAA website at [www.hkeaa.edu.hk](http://www.hkeaa.edu.hk) from 13 September 2017.

**Hong Kong Diploma of Secondary Education Examination 2018**  
**Guides to Schools for Preparing Entries - September Registration**

**1. Preparation**

**September Registration Period**



**13 September to 9 October 2017**

**Registration Method**




**via the Registration System at the HKDSE Examination Online Services:**

<https://www.hkdse.hkeaa.edu.hk>

*Hardcopy of entry forms will **not** be accepted.*



**Before submitting students' registration entries to the HKEAA, schools should pay particular attention to the following:**

- All students entering for the 2018 HKDSE must be bona fide S6 students in the school year 2017/2018. For details relating to Category B subjects, please refer to **paragraph 2 of Annex 1**.
- School Examination Officer (SEO)/School Principal should have their own **login ID** and **password** ready. [See  below for more information.]
-   Read carefully the '**Instructions to Applicants**' and '**User Manual for the HKDSE Examination Registration System**' which will be available for download from the Registration System from 13 September 2017. Candidates may download the 'Instructions to Applicants' from the HKEAA website ([www.hkeaa.edu.hk](http://www.hkeaa.edu.hk) → HKDSE → Examination Administration → Exam Registration & Fees → Exam Registration).
-   Read '**Supplementary Information for Schools Using WebSAMS**' (**Attachment 2(a)**) for the steps of preparing candidates' entry data in the WebSAMS and transmitting the data files via CDS (for Schools using WebSAMS).



**What to do if I encounter the following user account problems?**

User Account Problem	School Principal/ School Administrator	SEO
Lost/Forgot User IDs	Contact the PEIC on 3628 8860 or send an email to <a href="mailto:dse@hkeaa.edu.hk">dse@hkeaa.edu.hk</a> and provide information for verification.	Contact School Principal or School Administrator to check/update account profile via SIM. If necessary, a new account can be created for the school teacher/staff who will serve as SEO via SIM.
Change account users		
Forgot login password	Click the " <b>Forgot Login Password</b> " button on the login page of the HKDSE Examination Online Services. The system will then send a new login password to designated email address.	
Did not receive the re-set password email	Contact PEIC on 3628 8860 or send an email to <a href="mailto:dse@hkeaa.edu.hk">dse@hkeaa.edu.hk</a> and provide information for verification and updating email address.	Contact School Principal or School Administrator to check/update email address via SIM.



### Notes to schools with Approval-in-Principle being given:

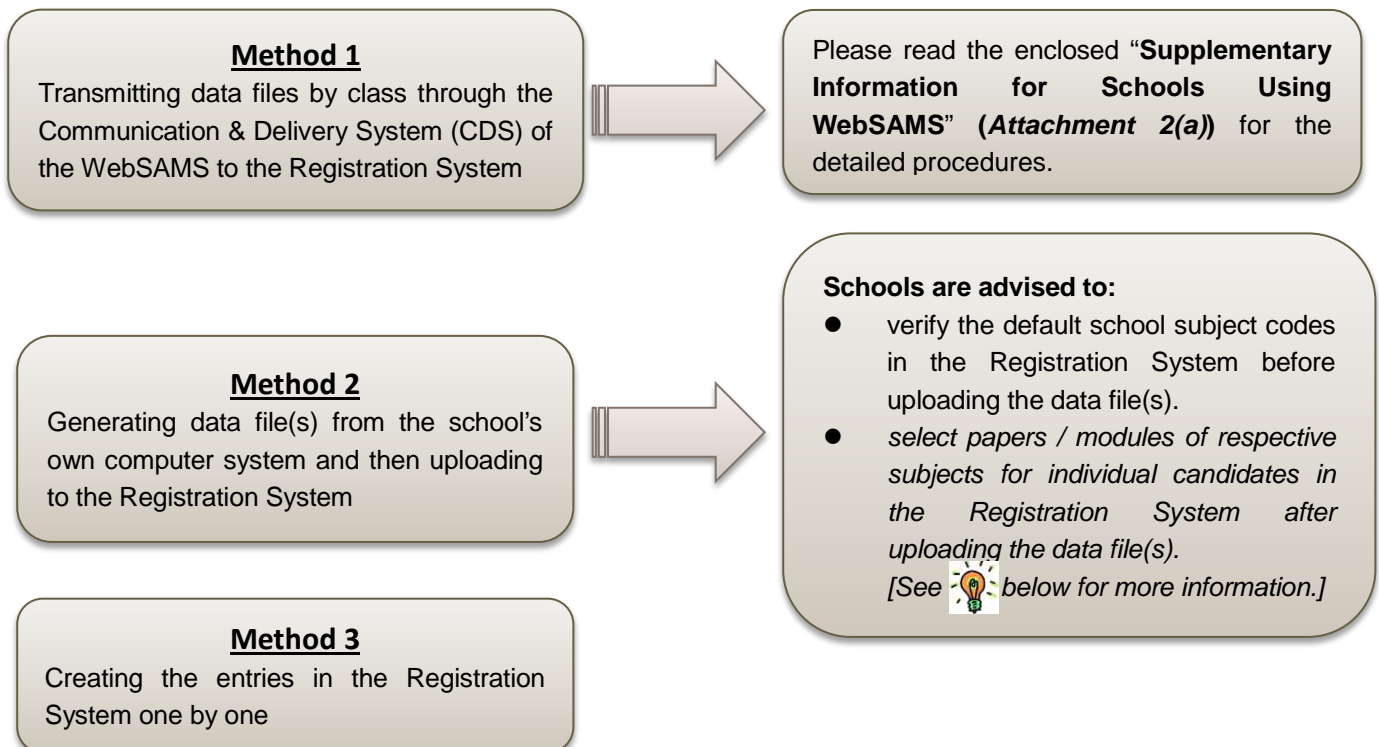
- Schools will **not** be provided with the User IDs and login passwords for their School Principals (i.e. User IDs ending with P001 or P002) and School Administrators (i.e. User IDs ending with M001 or M002) until approval has been given.
- Schools must submit the completed documents to the HKEAA for processing their application for participation in the HKDSE within the given deadline and complete the registration for the 2018 HKDSE before the closing date of 9 October 2017 upon receipt of approval for participation.
- Otherwise, students of these schools can only register for the examination as private candidates if they satisfy the stipulated entry requirements. (Please refer to the 2018 HKDSE Examination Regulations for details about the entry requirements for private candidates.)

## 2. Completing the Registration Entries



### 2.1 Enter Registration Data

SEOs should input all candidates' registration data into the Registration System via one of the following methods:








### Points to Note:

For the subjects of Music and Physical Education, regardless of whether schools are using WebSAMS or not, the SEOs must enter the supplementary information (e.g. selection of musical instruments / physical activities, application for paper exemption for Music) of individual candidates into the Registration System one by one. Sample supplementary information forms for Music and Physical Education can be downloaded from the Registration System from 13 September 2017.



### Check carefully before submitting the entries to School Principal for endorsement:

- The candidates' full names in English and Chinese **MUST BE IDENTICAL** to those shown on their HKID card / valid identification document. Candidates should also use the same HKID card / identification document number for the HKDSE registration and JUPAS application.
- Extra care must be exercised in indicating the **choice of subject(s), paper(s) / module(s) / musical instrument(s) (for Music) / physical activities (for Physical Education), language medium of subject(s) entered and the level of assistance for examination fee remission.**
- To facilitate the HKEAA in contacting candidates or disseminating important examination-related information to them via email (or SMS in case of emergency), candidates should be asked to provide their email addresses (mandatory) and SMS phone numbers (optional). [See  below for more information.]
- Although there are no public examinations for Category B subjects, **schools should register the candidates concerned (including S4 or S5 repeaters, if any) for ApL subjects in the Registration System within the registration period; otherwise the candidates' results of Category B subjects will not be shown on their 2018 HKDSE results notices and certificates (if applicable) nor be carried forward to the 2019 HKDSE and beyond.** SEOs should also pay special attention to the name of the ApL subjects as some of the course names are very similar.



### Points to Note about Candidates' Email Account:

- (a) Schools that will provide email addresses under their school email domain to their candidates are reminded to notify the internet service provider to accept the email domain of HKEAA (i.e. [@hkdse.hkeaa.edu.hk](mailto:@hkdse.hkeaa.edu.hk) and [@hkeaa.edu.hk](mailto:@hkeaa.edu.hk)) before registration.
- (b) Candidates who do not have an email address should set up an account and must not use shared email accounts. They should ensure that the setting of the email account can accept the email domain of HKEAA (i.e. [@hkdse.hkeaa.edu.hk](mailto:@hkdse.hkeaa.edu.hk) and [@hkeaa.edu.hk](mailto:@hkeaa.edu.hk)). Otherwise, the emails from HKEAA may only be received in the Spam/Junk folders.)

## 2.2 Print Candidate Entry Information Checklists (CEICs)

- After completing the entry of the registration data into the System, SEOs should print the **Candidate Entry Information Checklists (CEICs)** for the candidates concerned to verify their entry data and update the registration records if requests for amendment are received from the candidates.
- Candidates should sign on their CEIC to confirm that all information contained therein is correct.

- Schools should keep the **original** copy of all signed CEICs for record and are advised to make a photocopy for each candidate for their future reference.
- A supplementary fee in addition to the required subject fee (if applicable) will be charged to the candidates on any request for addition/substitution/deletion of subjects made after the registration deadline of 9 October 2017.

### 2.3 Endorse Entries by School Principal and Submit to HKEAA

All completed registration entries should be submitted by the SEO to the School Principal who should endorse the entries and submit them to the HKEAA **on or before the closing date of 9 October 2017**.

### 2.4 Print Demand Notes

- Upon the School Principal's endorsement, SEOs should print the demand notes and distribute them to individual candidates for payment of examination fees **by 11:59 pm on 16 October 2017**.
- Candidates who have applied for examination fee remission with 'Full' subsidy will also receive a demand note for record purposes but they need not pay the examination fees.
- SEOs should advise their candidates to download the **Instructions for Payment of Examination Fees** from the HKEAA website ([www.hkeaa.edu.hk](http://www.hkeaa.edu.hk) → HKDSE → Examination Administration → Examination Registration & Fees → Examination Fees) regarding the payment methods.




## 3. Payment

### 3.1 Subject Fees

For language subjects (i.e. English Language, Chinese Language and six Other Languages)	<b>\$619 per subject</b>
For other subjects	<b>\$414 per subject</b>

### 3.2 Payment Deadline and Channels

**Payment Deadline**

 **By 11:59 pm on 16 October 2017**

**Payment Channels:**

- through Internet Banking;
- through PPS; or
- cash payment at any 7-Eleven or Circle K convenience stores in Hong Kong.

***The Authority will not accept personal cheques from candidates/parents or a single cheque for the whole group of candidates presented by the school.***

### 3.3 Late Payment

- (1) If the payment of the examination fees is made **between 17 October 2017 and before 12:00 noon on 21 October 2017**, entries will be accepted upon payment of a **supplementary fee of \$248 per candidate** in addition to the subject fees. The payment should be settled in person or via an authorised representative at the counter of the HKEAA Southorn Centre 12/F office before 12:00 noon on 21 October 2017.
- (2) As stated in Regulation 5.9 of the 2018 HKDSE Examination Regulations, the entries of candidates will not be regarded as having been accepted until the fees payable have been received in full by the Authority. If a candidate does not settle the examination fees by 12:00 noon on 21 October 2017, the candidate's registration entry will be cancelled.

### 3.4 Examination Fee Remission



Please refer to **Examination Circular No. (3) 2017/2018** dated 4 September 2017 concerning the procedures for handling applications for examination fee remission. Depending on their eligibility level as assessed by the Student Financial Office (SFO), applicants for examination fee remission with 'Full' subsidy need not pay the examination fees while those with 'Half' subsidy will pay 50% of the fees during registration.

## 4. Application for Special Examination Arrangements

- 4.1 Candidates with special needs (such as candidates with disabilities / chronic illness) may apply for special examination arrangements or exemption from part(s) of the requirements of an examination.
- 4.2 School candidates wishing to apply for special examination arrangements in the 2018 HKDSE should have submitted their applications in September 2016. S6 school candidates who wish to apply for special examination arrangements in the 2018 HKDSE but did not file their applications in September 2016, or S5 students who will be entering for the 2019 HKDSE, are requested to submit the applications via the Special Examination Arrangements (SEA) Online Services **from 6 September to 27 September 2017**. Please refer to **Examination Circular No. (1) 2017/2018** dated 12 July 2017 for details.
- 4.3 School Principals may access the SEA Online Services by logging into the HKDSE Examination Online Services using the **same User ID and login password** for the Registration System. Apart from the School Principal, each school should designate up to three 'Special Examination Arrangements (SEA) Application Officers' who will apply for special examination arrangements on behalf of their students, if applicable. SEA Application Officers who log into the SEA Online Services for the first time should use the **User ID** and default **login password** assigned by their School Principal / School Administrator.



#### Points to Note:

Candidates who apply for SEAs in the 2018 HKDSE (including approved applications in 2016/17 and new applications submitted in 2017/18) should also submit their registration entries to the HKEAA between 13 September and 9 October 2017 for the 2018 HKDSE and settle the examination fees by the payment deadline. School candidates should proceed with the arrangements via their schools.

## 5. Late Entry / Subject Amendment

### 5.1 Application Procedures for Late Entry / Subject Amendment

#### Late Entry / Subject Amendment Period



16 November to 30 November 2017

#### Application Method

via the Registration System at the HKDSE Examination Online Services:

<https://www.hkdse.hkeaa.edu.hk>

Hardcopy of entry forms will **not** be accepted.

- Upon the school principal's endorsement, SEO should print the demand notes and distribute them to individual candidates for payment of supplementary fees and subject fees (if applicable) **by 11:59 pm on 7 December 2017**.



- The 'User Manual for the HKDSE Late Entry / Subject Amendment' will be available for download from the Registration System from 16 November 2017.



#### Points to Note:

**Applications for amendments to the supplementary information for the subject of Music cannot be submitted via the Registration System.** Candidates who have entered for Music and wish to amend the supplementary information, including changes to the musical instrument and other details for Paper 4B or information about exemption for Paper 4B / Paper 4C, should complete an application form obtained from your school with the School Principal's approval letter. The candidates should then **submit the completed form in person or via an authorised person at the HKEAA Southorn Centre office** (Address: 12/F, Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong) **before the deadline**. The candidates concerned should settle the payment of the supplementary fee by cash or EPS at the time they submit their completed form.



### 5.2 Supplementary Fees

	Category	From 16 November to 30 November 2017 (i.e. during the amendment period)	Between 1 December and 14 December 2017
1	Deletion of subjects	Subject fees will not be refunded. At the same time, no supplementary fee will be charged.	Application for deletion of subjects will normally <b>not</b> be accepted.
2	Substitution of subjects	The candidate should pay the difference in subject fees. If there is an excess of the subject fee paid, the balance will not be refunded.	The candidate should pay: (1) a supplementary fee of \$383 per subject; and (2) the subject fee for each subject  <b>Note:</b> Such applications will normally <b>not be accepted</b> by the HKEAA after 14 December 2017.
3	Addition of subjects	The candidate should pay the subject fees.	
4	Late entry	A supplementary fee of \$383 will be charged to each candidate.	A supplementary fee of \$570 will be charged to each candidate.



### Points to Note:

Applications will normally **not be accepted** after 14 December 2017. Requests made thereafter will be exceptionally considered by the Secretary General on a case-by-case basis. **Any super-late requests for changes will not be accepted after a date to be stipulated by the HKEAA upon distribution of the Admission Form.** In addition, the HKEAA will **cease to provide faxed copies of question papers to wrong-centre or wrong-version candidates.** No special arrangements will be made on the spot for a candidate who has registered for a wrong paper/module or who has gone to a wrong examination centre. The candidate will need to work on the version of the question papers available at the centre. However, the answers can be written in the language the candidate has registered for or intended to register for. If the candidate chooses to move to a suitable centre before he/she read the question papers, no extra time will be given for the time lost during the move.

## 6. Change of Status

Applications for a change of status may be accepted at the discretion of the Authority:

Change of Status		Supplementary Fees
(i)	Change from a school candidate to a private candidate	\$383 per candidate plus initial fee \$475
(ii)	Change from a private candidate to a school candidate	No supplementary fee (but the private candidate's initial fee paid will not be refunded).
(iii)	Change of school by a school candidate	\$383 per candidate.

**Note:** In case the applications are made on 1 December 2017 and thereafter, an administrative fee of \$435 per candidate will be charged in addition to the supplementary fees.

## 7. Other Amendments

### 7.1 Contact Information

Candidates may submit requests for amendments of their contact information (such as their contact phone number, SMS phone number, email address and correspondence address) to their school after the registration is completed. SEOs should update the contact information of the candidates concerned on the Registration System.

### 7.2 Personal Particulars

If school candidates wish to amend their personal particulars (such as their name, identity document and number), they should submit their request for amendment to their school together with the supporting documents, such as HKID card, birth certificate or statutory declaration for verification. The school should then submit the candidates' requests with the supporting documents to the HKEAA which will update the candidates' records on the Registration System after verifying the relevant documents.

## 8. Choice of Examination Centre District

8.1 While every effort is made to allocate candidates according to the choice of district as indicated on their entries, the actual allocation will be subject to the availability of examination accommodation in various districts. **The choice of district is not applicable to speaking examinations, practical examinations and small-entry subjects.** Subsequent applications for change of district will only be considered for candidates with valid reasons.

8.2 School principals are requested to advise their students to choose the district in which they live, as the Authority's marking and grading systems are designed to be completely independent of district choice. For details about the examination districts, schools and candidates should refer to the '**Instructions to Applicants**' which will be available for download from the Registration System and the HKEAA website on [www.hkeaa.edu.hk](http://www.hkeaa.edu.hk) from 13 September 2017.



Change of Choice of Examination Centre District	Supplementary Fees	How to apply
On or before 30 November 2017	No charge	The candidates concerned should inform the SEO of their schools to update the choice of district for them on the Registration System directly before the stipulated deadline.
Between 1 December and 14 December 2017	\$383 per application	The candidate will be required to apply in person or via an authorised representative at the HKEAA Southern Centre office and pay a supplementary fee at the time of application.
After 14 December 2017	Application after 14 December 2017 will normally <b>not be accepted</b> , unless there are justifications.	

## 9. Withdrawal from the Examination

- 9.1 In case there are candidates who wish to withdraw from the 2018 HKDSE, schools should inform the HKEAA in writing **on or before 30 November 2017**. Candidates will receive a partial refund of the fees paid (namely any amount left after the deduction of an administration fee of \$435). Refund of examination fee paid will **not** be made for requests submitted after 30 November 2017.
- 9.2 If a subject is deleted at the candidate's request, no refund is payable at any time to the candidate concerned.

## 10. Handbook for Candidates and Admission Forms

### 10.1 Handbook for Candidates

The 'Handbook for Candidates' for Category A subjects will be issued to school candidates in mid-December 2017 through their schools.

### 10.2 Admission Forms

- (1) The admission forms for Category A subject examinations will be issued to school candidates in mid-February 2018 through their schools.
- (2) **Photograph:** Each candidate should submit to their school one recent photograph (3 cm x 4 cm) showing his/her head and shoulders. Schools should keep these photographs and affix them on the admission forms when they are issued in mid-February 2018. Candidates who have entered for the Physical Education or Music examination should submit an extra photograph to their school for their Admission Form for Practical Examinations.
- (3) School candidates who have entered for the Physical Education and/or Music examination will receive the Admission Form for Practical Examinations in late January 2018 through their schools. Candidates entering for the Physical Education examination will also receive the 'Instructions to Candidates' (for Paper 3) at the same time.

## 11. Enquiries



*I want to ask about...*

### Registration for the HKDSE

- Tel No.: 3628 8860
- Email:  
dse@hkeaa.edu.hk

### Application for Special Examination Arrangements

- Tel No.: 3628 8917
- Email:  
dse@hkeaa.edu.hk

### WebSAMS

- [WebSAMS Help Desk](#)  
Tel. No.: 3125 8510  
(EDB)
- [CDS Help Desk](#)  
Tel. No.: 3464 0550  
(EDB)

## Hong Kong Diploma of Secondary Education Examination (HKDSE) 2018

### Registration of School Candidates for Category A and Category B subjects

#### Supplementary Information for Schools Using WebSAMS

Schools should refer to the Examination Circular No. (2) 2017/2018 when reading this document.

#### School Choosing to Use WebSAMS for Registration of Candidates

1. Schools may choose to use the HKEAA module within the Web-based School Administration and Management System (WebSAMS) to process examination entries for the coming HKDSE. Schools may join the WebSAMS on a voluntary basis for the purpose of examination processing in 2018. In case the following circumstances are applicable, principals of schools are requested to complete the attached reply slip and return it to the Authority by fax (Fax No.: 3628 8990) on or before **Thursday, 7 September 2017**.
  - (1) For schools that have used WebSAMS for the September Registration of the 2017 HKDSE as listed at *Attachment 2(b)*, it is assumed that they will continue to use the HKEAA module of the WebSAMS to transmit the examination entries to the Registration System. As such, principals of these schools need **not** complete the reply slip. Should any school principals **decide to the contrary**, they are requested to inform the Authority using the reply slip provided.
  - (2) For schools intending to use the HKEAA module of the WebSAMS to transmit the examination entries to the Registration System but are **not** on the school list at *Attachment 2(b)*, please inform the Authority by completing the reply slip and return it to the Authority by the above deadline.

#### Points to Note for Using WebSAMS

##### 2. WebSAMS System Upgrade

Schools using WebSAMS should upgrade the WebSAMS BUILD version **3.0.0.29082017 or above** which is now available for download from the WebSAMS download site.

##### 3. Parameter File

The Authority will transmit the Parameter File including the subject and component table for the 2018 HKDSE to each school on **Friday, 8 September 2017**. Schools should decrypt the CDS message at CDS module (CDS > Incoming Msg) and import the Parameter File at the HKEAA module (HKEAA > HKDSE > Data Communication > Process Incoming Data). If the Parameter File was not received by **4:00 pm, 8 September 2017**, schools concerned should contact the Public Examinations Information Centre (PEIC) of the HKEAA at 3628 8860 as soon as possible.



#### 4. Steps to be Processed in WebSAMS

WebSAMS schools should follow the steps below to prepare their candidates' entry data for the September registration by transmitting the data file(s) via CDS:

##### **Step 1: Start Inter-Year Processing (IYP) or Migrate to New School Year**

According to Regulation 3.2 of the 2018 HKDSE Examination Regulations, only bona fide S6 students in the school year 2017/2018 may enter for the 2018 HKDSE. In this connection, schools are required to start the IYP to promote their students to Secondary 6 and attach subjects to the students for the school year 2017/2018 using the "Plan New School Year" and "Student" functions on WebSAMS if they have not done so. For details, please refer to the "WebSAMS User Manual on Inter-Year Processing".

##### **Step 2: Maintain Subject Mapping and Examination Language**

It is most important for schools to maintain the mapping of the subjects to be entered by their students in WebSAMS to the Category A and Category B subjects of the HKDSE as well as mapping the language version and paper (if required) at the HKEAA module (HKEAA > HKDSE > Subj Mapping & Exam Lang > School Subject) and HKEAA module (HKEAA > HKDSE > Subj Mapping & Exam Lang > APL Subject). Schools can click the hyperlink "Outstanding Subject Mapping and Exam Lang Status List (R-HKE049)" to check whether there is any missing subject mapping.

##### **Step 3: Maintain Registration Data**

- (1) As a preliminary check on student particulars data prior to the extraction of registration data, schools may make use of the Report "Student with Missing/Invalid Particulars (HKDSE Registration) List" (R-HKE050) at the HKEAA Module (HKEAA > HKDSE > Report) to detect any relevant data errors and then take follow up action accordingly.
- (2) Schools should generate the candidates' entries through the "Maintain Registration Data" function at the HKEAA module (HKEAA > HKDSE > Maint HKDSE Reg Data). Please note that **only the selected candidate records will be generated and transmitted through the WebSAMS CDS module to the HKEAA Registration System. Schools should carefully check the subjects\* (including ApL subjects, if applicable) and the selection of paper(s) for each student in this step.**
- (3) Schools may use the "Batch Amendment" function to modify the language version and paper(s) for their students by batch.
- (4) To facilitate the HKEAA in contacting candidates or disseminating important examination-related information to them via email or SMS in case of emergency, the candidates should be asked to provide their email addresses (mandatory) and SMS phone numbers (optional). Schools may update the above information in the corresponding student's profile in the Student module (Student > Profile > Address).

\* Remark: For the subjects of Music and Physical Education, schools must enter the supplementary information (e.g. selection of musical instruments/physical activities, application for paper exemption for the subject of Music) of individual candidates into the HKEAA Registration System one by one.

#### **Step 4: Confirm Fee Remission**

Student Finance Office (SFO) will transmit the result data file for student financial assistance by batches to schools via CDS. Schools should import the result data file at the WFSFAA(SFO) module and confirm the level of assistance for examination fee remission of those eligible candidates in the HKEAA module (HKEAA > HKDSE > Confirm Fee Remission) before transmitting the data file via CDS. Please note that the first two batches of result data files have already been delivered via CDS to schools on 17 August and 28 August 2017 respectively. **The next batch of result data file before the start of September Registration will be transmitted on 14 September 2017.** For more details, please refer to letter from SFO vide ref. (12) in WFSFAA/SFO/TT/523/01 Pt. 1 dated 14 August 2017 and Examination Circular No. (3) 2017/2018.

#### **Step 5: Transmission of Data Files from WebSAMS to the HKEAA Registration System**

Schools should confirm the generation of data file **by class** in the HKEAA module (HKEAA > HKDSE > HKDSE > Data Communication > Prepare Outgoing Data). Once the data file(s) of specific class(es) is/are confirmed, CDS message(s) will be created in the CDS module. Schools should preview and encrypt the specific message(s) at CDS module (CDS > Outgoing Msg) before the start of transmission. In case of any transmission failure, schools should resend the data file again as soon as possible. Re-transmission after the closing date of registration is **not** allowed and will be regarded as late entries.

After the file(s) has/have been successfully transmitted to the HKEAA Registration System, SEO should proceed with the follow-up steps in the Registration System, including modifying individual candidates' entries (if necessary), inputting supplementary information for the subjects of Music/Physical Education (if any), printing Candidate Entry Information Checklists (CEIC) for distribution to candidates for checking and confirmation of their entry data and submission to Principal for endorsement. Principals should endorse all candidates' entries before 9 October 2017. **Any late submission after 9 October 2017 will incur a supplementary fee in addition to the normal examination fee.**

5. For more details about using WebSAMS for preparing the examination entries and CDS transmission, please refer to the relevant information in WebSAMS Central Document Repository [Website: <http://cdr.websams.edb.gov.hk> > Reference Information (參考資料) ] or Section 2.1.1 to 2.1.7 of the WebSAMS User Manual on the HKEAA module.

6. Hotlines:

(1) For enquiries on the WebSAMS, please contact the respective WebSAMS School Liaison Officer.

For technical support, please contact:  
WebSAMS Help Desk

(Tel. No: 3125 8510)

For enquiries on CDS, please contact:  
CDS Help Desk

(Tel. No:3464 0550)

(2) For general enquiries on the registration for the HKDSE, please contact:  
HKEAA Public Examinations Information Centre

(Tel No.: 3628 8860)  
(Email: [dse@hkeaa.edu.hk](mailto:dse@hkeaa.edu.hk))

學校編號  
School Code

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**回 條**  
**Reply Slip**

- (1) 請於 **2017 年 9 月 7 日 (星期四)** 或以前將填妥的回條傳真至考評局 (傳真號碼: 3628 8990)。  
Please return this Reply Slip by fax (Fax No.: 3628 8990) to the HKEAA *on or before Thursday, 7 September 2017*.
- (2) 於附錄二 (甲) 所列出之學校擬繼續使用網上校管系統處理學生報考事宜, 則 **毋須** 填寫此回條。  
Schools listed in Attachment 2(a) which will continue to use WebSAMS for processing examination entries **need not** complete this reply slip.

致: 香港考試及評核局  
學校考試及評核部  
香港灣仔軒尼詩道 130 號  
修頓中心 12 樓

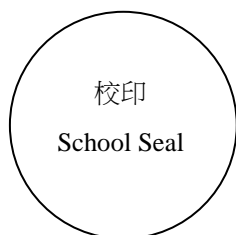
To: School Examinations and Assessment Division  
Hong Kong Examinations and Assessment Authority  
12/F, Southorn Centre,  
130 Hennessy Road, Wan Chai  
Hong Kong

**2018 年香港中學文憑考試**  
**有關使用網上校管系統處理學校考生報考事宜**  
**Hong Kong Diploma of Secondary Education Examination (HKDSE) 2018**  
**Registration of Examination Entries through WebSAMS**

就貴局 2017/2018 年考試通告第 2 號附錄二(a)有關上述事項, 本校現覆如下: (請在適當方格內加「✓」號)

In response to Attachment 2(a) of Examination Circular No. (2) 2017/2018, our school: (Please put a '✓' in the appropriate box)

- 本校擬使用網上校管系統 (WebSAMS) 處理學生報考事宜。  
will use WebSAMS for processing examination entries.
- 本校決定不會使用網上校管系統處理學生報考事宜。  
has decided not to use WebSAMS for processing examination entries.



校長簽署:

Signature of Principal: \_\_\_\_\_

學校名稱:

Name of School: \_\_\_\_\_

日期:

Date: \_\_\_\_\_

**List of Schools by default using WebSAMS for Registration**

(Schools that have used WebSAMS for the September Registration of 2017 HKDSE)

School Code	EDB Code	School Name
10001	214485	Aberdeen Baptist Lui Ming Choi College
10002	511102	Aberdeen Technical School
10004	510378	Belilios Public School
10006	190608	Buddhist Wai Yan Memorial College
10007	511307	Buddhist Wong Fung Ling College
10008	133124	Canossa College
10010	270040	Caritas Chai Wan Marden Foundation Secondary School
10011	282758	Caritas Chong Yuet Ming Secondary School
10012	283495	Caritas Wu Cheng-chung Secondary School
10013	553700	CCC Kung Lee College
10014	170216	CCC Kwei Wah Shan College
10015	510025	Cheung Chau Government Secondary School
10016	170186	Cheung Chuk Shan College
10017	170526	Chong Gene Hang College
10018	510033	Clementi Secondary School
10019	529990	CNEC Lau Wing Sang Secondary School
10020	212431	Cognitio College (Hong Kong)
10021	170178	Concordia Lutheran School - N.P.
10022	131385	Confucius Hall Secondary School
10024	524590	Fukien Secondary School (Siu Sai Wan)
10025	511943	Henrietta Secondary School
10026	215139	HK Chinese Women's Club College
10028	213705	HK Tang King Po College
10029	512141	HK True Light College
10032	560472	HKUGA College
10033	512079	Hon Wah College
10034	510386	Hotung Secondary School
10035	522082	Islamic Kasim Tuet Memorial College
10036	211338	Kiangsu-Chekiang College
10037	510408	King's College
10039	171000	Lingnan Hang Yee Memorial Secondary School
10040	171042	Lingnan Secondary School
10041	171018	LST Leung Kau Kui College
10042	214590	Man Kiu College
10045	260320	Marycove School
10046	512869	Marymount Secondary School
10048	530018	Munsang College (Hong Kong Island)
10050	513300	Precious Blood Secondary School
10051	513369	Pui Kiu Middle School
10052	316377	Pui Tak Canossian College
10053	513407	Pui Ying Secondary School
10054	510432	Queen's College
10055	211265	Raimondi College
10057	211516	Rosaryhill School (Secondary Section)
10058	510203	Sacred Heart Canossian College
10059	210528	Salesian English School
10060	510220	Shau Kei Wan East Govt. Sec. School
10061	510440	Shau Kei Wan Govt. Secondary School
10062	518395	SKH Li Fook Hing Secondary School
10063	170690	SKH Lui Ming Choi Secondary School
10064	212725	SKH Tang Shiu Kin Secondary School
10065	514020	St. Clare's Girls' School
10066	514047	St. Francis' Canossian College
10067	133469	St. Joan of Arc Secondary School
10068	510459	St. Joseph's College
10069	514101	St. Louis School
10070	214299	St. Margaret's Girls' College, Hong Kong
10071	514110	St. Mark's School
10072	510980	St. Paul's Co-educational College
10073	514209	St. Paul's College
10074	514217	St. Paul's Convent School
10075	510998	St. Paul's Secondary School
10076	170267	St. Peter's Secondary School
10077	213195	St. Stephen's Church College
10078	170712	St. Stephen's College
10079	514268	St. Stephen's Girls' College

**List of Schools by default using WebSAMS for Registration**

(Schools that have used WebSAMS for the September Registration of 2017 HKDSE)

School Code	EDB Code	School Name
10080	170615	SWCS Chan Pak Sha School
10081	536598	The Chinese Foundation Secondary School
10082	250031	Hong Kong Red Cross John F. Kennedy Centre
10083	170810	The Methodist Church HK Wesley College
10084	132047	True Light Middle School of Hong Kong
10085	510262	TSK Victoria Government Secondary School
10086	170283	TWGHs Lee Ching Dea Memorial College
10087	514802	Wah Yan College, Hong Kong
10088	511030	Ying Wa Girls' School
10089	214981	Yu Chun Keung Memorial College No. 2
10094	516961	Fortress Hill Methodist Secondary School
20206	170100	Bishop Hall Jubilee School
20207	270172	Buddhist Ho Nam Kam College
20208	214973	Buddhist Hung Sean Chau Memorial College
20209	170372	Buddhist Tai Hung College
20210	270024	C.M.A. Secondary School
20212	190560	Carmel Divine Grace Foundation Secondary School
20213	135968	Carmel Secondary School
20214	316628	Catholic Ming Yuen Secondary School
20215	170470	CCC Heep Woh College
20216	512281	CCC Kei Chi Secondary School
20218	510831	CCC Kei Heep Secondary School
20219	211990	CCC Kei To Secondary School
20220	170305	CCC Ming Kei College
20221	170097	CCC Ming Yin College
20223	511650	CCC Rotary Secondary School
20224	212865	Chan Shu Kui Memorial School
20225	522155	Wellington Education Organization Chang Pui Chung Memorial School
20226	190152	Cheng Chek Chee Sec. School of Sai Kung & Hang Hau District, NT.
20227	170291	Cheung Sha Wan Catholic Secondary School
20228	527467	Chi Lin Buddhist Secondary School
20229	170046	Choi Hung Estate Catholic Secondary School
20230	530247	Christian & Missionary Alliance Sun Kei Sec Sch
20231	512125	Chun Tok School
20232	214752	Cognitio College (Kowloon)
20233	132756	Concordia Lutheran School
20234	564419	Creative Secondary School
20237	214930	Delia Memorial School (Broadway)
20238	214906	Delia Memorial School (Glee Path)
20239	216143	Delia Memorial School (Hip Wo)
20240	215090	Delia Memorial School (Yuet Wah)
20243	510777	Diocesan Boys' School
20244	511714	Diocesan Girls' School
20245	552836	ECF Saint Too Canaan College
20246	135712	ELCHK Lutheran Secondary School
20248	567337	Evangel College
20249	215040	FDBWA Szeto Ho Secondary School
20250	536857	Fukien Secondary School
20251	132837	Good Hope School
20253	511935	Heep Yunn School
20254	511960	Heung To Middle School
20255	552828	Heung To Secondary School (Tseung Kwan O)
20256	552666	HHCKLA Buddhist Ching Kok Secondary School
20257	135011	HK & KLN Chiu Chow Public Assn Secondary School
20263	543314	HKCCC Union Logos Academy
20268	558095	HKICC Lee Shau Kee School of Creativity
20269	536563	HKMA David Li Kwok Po College
20270	311863	HKMLC Queen Maud Secondary School
20271	284955	HKSKH Bishop Hall Secondary School
20272	524808	HKTA The Yuen Yuen Institute No. 3 Secondary School
20273	270121	HKWMA Chu Shek Lun Secondary School
20274	170364	Ho Lap College (Sponsored By The Sik Sik Yuen)
20275	170607	Hoi Ping Chamber of Commerce Secondary School
20276	283002	SKH Holy Carpenter Secondary School
20277	170569	Holy Family Canossian College
20278	213845	Holy Trinity College

**List of Schools by default using WebSAMS for Registration**

(Schools that have used WebSAMS for the September Registration of 2017 HKDSE)

School Code	EDB Code	School Name
20279	510394	Homantin Government Secondary School
20284	553867	International Christian Quality Music Secondary & Primary School
20285	510092	Jockey Club Government Secondary School
20286	190853	King Ling College
20289	170534	Kit Sam Lam Bing Yim Secondary School
20290	170976	Ko Lui Secondary School
20291	131814	Kowloon Sam Yuk Secondary School
20292	510521	Kowloon Technical School
20293	213764	Kowloon Tong School (Secondary Section)
20294	130893	Kowloon True Light School
20295	510416	Kwun Tong Government Secondary School
20296	510114	Kwun Tong Kung Lok Government Secondary School
20299	170518	Kwun Tong Maryknoll College
20300	512583	La Salle College
20301	512605	Lai Chack Middle School
20302	170143	Lee Kau Yan Memorial School
20303	170682	Leung Shek Chee College
20304	512710	LST Wong Chung Ming Secondary School
20305	170453	LST Yu Kan Hing Secondary School
20306	510122	Lung Cheung Government Secondary School
20307	170437	Lung Kong WFSL Lau Wong Fat Secondary School
20311	512818	Maryknoll Convent School (Secondary Section)
20312	512834	Maryknoll Fathers' School
20313	512842	Maryknoll Secondary School
20314	213039	Delia Memorial School (Matteo Ricci)
20315	510890	Methodist College
20317	524816	MKMCF Ma Chan Duen Hey Memorial College
20320	133477	Mu Kuang English School
20321	210536	Munsang College
20322	313076	Nam Wah Catholic Secondary School
20323	322857	New Asia Middle School
20325	212067	Newman Catholic College
20326	170135	Ng Wah Catholic Secondary School
20327	214477	Ning Po College
20328	170984	Ning Po No. 2 College
20329	170925	NLSI Lui Kwok Pat Fong College
20330	212636	Notre Dame College
20331	170500	Our Lady of the Rosary College
20332	131709	Our Lady's College
20333	214426	Pentecostal School
20335	171026	PLK Vicwood K.T. Chong Sixth Form College
20336	170429	Po Chiu Catholic Secondary School
20337	537152	Po Kok Secondary School
20338	270199	Po Leung Kuk Ho Yuk Ching (1984) College
20339	541850	PLK Celine Ho Yam Tong College
20340	558044	PLK Laws Foundation College
20341	552801	PLK Ngan Po Ling College
20342	170461	PLK No.1 W.H. Cheung College
20343	530450	POH 80th Anniversary Tang Ying Hei College
20344	513288	Pooi To Middle School
20345	260142	Hong Kong Red Cross Princess Alexandra School
20350	510424	Queen Elizabeth School
20351	170208	Rhenish Church Pang Hok Ko Memorial College
20352	170968	Shun Lee Catholic Secondary School
20353	170445	Sing Yin Secondary School
20354	536997	Sir Ellis Kadoorie Secondary School (West Kowloon)
20355	133183	SKH All Saints' Middle School
20356	170666	SKH Holy Trinity Church Secondary School
20357	170720	SKH Kei Hau Secondary School
20358	214990	SKH Leung Kwai Yee Secondary School
20359	513997	SKH St. Benedict's School
20360	514144	SKH St. Mary's Church Mok Hing Yiu College
20361	170658	SKH Tsoi Kung Po Secondary School
20362	170410	St. Antonius Girls' College
20363	170402	St. Bonaventure College and High School
20365	210277	St. Francis Xavier's College

**List of Schools by default using WebSAMS for Registration**

(Schools that have used WebSAMS for the September Registration of 2017 HKDSE)

School Code	EDB Code	School Name
20368	170844	St. Joseph's Anglo-Chinese School
20369	542105	St. Margaret's Co-educational English Secondary & Pri School
20370	514128	St. Mary's Canossian College
20371	170488	St. Paul's School (Lam Tin)
20372	514276	St. Teresa Secondary School
20373	320609	Stewards Pooi Tun Secondary School
20374	522090	STFA Cheng Yu Tung Secondary School
20375	170593	STFA Seaward Woo College
20376	170852	Tack Ching Girls' Secondary School
20377	310042	Tak Nga Secondary School
20378	170496	Tak Oi Secondary School
20379	132209	Tang King Po School
20381	170933	The HKTA Ching Chung Secondary School
20382	170577	The HKSYPICIA Wong Tai Shan Memorial College
20383	214957	The Mission Covenant Church Holm Glad College
20384	213292	The PHC Wing Kwong College
20385	170585	The Salvation Army William Booth Secondary School
20387	250210	Society of Boys' Centres - Hui Chung Sing Memorial School
20388	260304	Society of Boys' Centres Shing Tak Centre School
20393	170631	True Light Girls' College
20394	510700	Tseung Kwan O Government Secondary School
20395	558079	Tsung Tsin Christian Academy
20397	170623	TWGHs Chang Ming Thien College
20398	516988	TWGHs Lui Yun Choy Memorial College
20399	170089	TWGHs Wong Fut Nam College
20400	134724	United Christian College
20401	552810	United Christian College (Kowloon East)
20403	170313	Wa Ying College
20404	510475	Wah Yan College, Kowloon
20405	131318	Wai Kiu College
20406	512915	Workers' Children Secondary School
20409	518409	YCH Lan Chi Pat Memorial Secondary School
20410	541842	YCH Law Chan Chor Si College
20411	530441	YCH Wong Wha San Secondary School
20412	515027	Ying Wa College
20414	213209	Yu Chun Keung Memorial College
20415	170380	The Y.W.C.A. Hioe Tjo Yoeng College
20416	552844	QualiEd College
20417	134333	China Holiness College
20431	170550	Chan Sui Ki (La Salle) College
20432	514330	Sai Kung Sung Tsun Catholic School (Secondary Section)
30601	230910	AD & FD POHL Leung Sing Tak College
30604	212318	Assembly of God Hebron Secondary School
30605	250139	SAHK B M Kotewall Memorial School
30606	230820	Baptist Lui Ming Choi Secondary School
30607	518360	Baptist Wing Lung Secondary School
30614	511170	Bethel High School
30615	190748	Buddhist Tai Kwong Chi Hong College
30616	190128	Buddhist Fat Ho Memorial College
30618	190217	Buddhist Kok Kwong Secondary School
30620	190101	Buddhist Sin Tak College
30621	230782	Buddhist Sum Heung Lam Memorial College
30623	190268	Buddhist Wong Wan Tin College
30624	214965	Buddhist Yip Kei Nam Memorial College
30625	553697	Caritas Charles Vath College
30626	270148	Caritas Fanling Chan Chun Ha Secondary School
30627	523305	Caritas Ma On Shan Secondary School
30628	285285	Caritas St. Joseph Secondary School
30629	270032	Caritas Tuen Mun Marden Foundation Secondary School
30630	270156	Caritas Yuen Long Chan Chun Ha Secondary School
30631	190357	Carmel Alison Lam Foundation Secondary School
30632	190411	Carmel Bunnan Tong Memorial Secondary School
30633	524573	Carmel Holy Word Secondary School
30634	230880	Carmel Pak U Secondary School
30635	113840	CCC Chuen Yuen College
30636	545228	CCC Fong Yun Wah Secondary School

**List of Schools by default using WebSAMS for Registration**

(Schools that have used WebSAMS for the September Registration of 2017 HKDSE)

School Code	EDB Code	School Name
30637	270130	CCC Fung Leung Kit Memorial Secondary School
30638	230120	CCC Hoh Fuk Tong College
30640	190250	CCC Kei Long College
30641	113182	CCC Kei San Secondary School
30642	190241	CCC Kei Yuen College
30643	270202	CCC Tam Lee Lai Fun Memorial Secondary School
30644	170763	CCC Yenching College
30645	524549	China Holiness Church Living Spirit College
30646	210390	Chinese Y.M.C.A. College
30648	530778	Ching Chung Hau Po Woon Secondary School
30649	190616	Chiu Chow Association Secondary School
30650	510491	Chiu Lut Sau Memorial Secondary School
30651	132764	Christ College
30652	190497	Christian Alliance Cheng Wing Gee College
30653	311103	Christian Alliance College
30654	190160	Christian Alliance S. C. Chan Memorial College
30655	524557	Christian Alliance S W Chan Memorial College
30657	511617	Chung Sing B.S. Mrs. Aw Boon Haw Secondary School
30658	270075	CMA Choi Cheung Kok Secondary School
30659	114111	CNEC Christian College
30660	190225	CNEC Lee I Yao Memorial Secondary School
30661	190810	Confucian Tai Shing Ho Kwok Pui Chun College
30662	284939	Cotton Spinners Association Secondary School
30663	535761	CUHK FAA Chan Chun Ha Secondary School
30664	190837	CUHK FAA Thomas Cheung Secondary School
30665	560499	Cumberland Presbyterian Church Yao Dao Secondary School
30666	190020	De La Salle Secondary School, N.T.
30667	113794	DMHC Siu Ming Catholic Secondary School
30670	545198	Elegantia College (Sponsored by ED CONV)
30672	510041	Fanling Government Secondary School
30674	530034	Fanling Rhenish Church Secondary School
30675	518379	Fung Kai Liu Man Shek Tong Secondary School
30676	511854	Fung Kai No. 1 Secondary School
30677	190519	GCCITKD Lau Pak Lok Secondary School
30678	170801	Gertrude Simon Lutheran College
30680	510076	Helen Liang Memorial Sec School (Shatin)
30681	541532	Heung To Middle School (Tin Shui Wai)
30682	190551	HHCKLA Buddhist Leung Chik Wai College
30683	190845	HHCKLA Buddhist Ma Kam Chan Memorial English Sec School
30685	545201	HK & KLN KFWA Sun Fong Chung College
30686	190896	HK Teachers' Association Lee Heng Kwei Secondary School
30692	190802	HKCWC Fung Yiu King Memorial Secondary School
30693	552917	HKFEW Wong Cho Bau Secondary School
30694	568287	HKFYG Lee Shau Kee College
30695	230901	HKSYC&IA Chan Nam Chong Memorial College
30696	190420	HKTA Tang Hin Memorial Secondary School
30697	230421	HKTA The Yuen Yuen Institute No. 1 Secondary School
30698	190683	HKTA The Yuen Yuen Institute No. 2 Secondary School
30699	190799	Ho Dao College (Sponsored by Sik Sik Yuen)
30700	190098	Ho Fung College (Sponsored by Sik Sik Yuen)
30701	270105	Ho Ngai College (Sponsored by Sik Sik Yuen)
30702	522074	Ho Yu College And Primary School (Sponsored By Sik Sik Yuen)
30704	567353	HKBU Affiliated School Wong Kam Fai Secondary & Primary School
30705	190730	Hong Kong Red Swastika Society Tai Po Secondary School
30706	190195	Immaculate Heart of Mary College
30707	190705	Jockey Club Ti-I College
30708	230936	Ju Ching Chu Secondary School (Kwai Chung)
30709	230928	Ju Ching Chu Secondary School (Tuen Mun)
30710	230286	Ju Ching Chu Secondary School (Yuen Long)
30711	210129	Kau Yan College
30712	230430	Kiangsu-Chekiang College (Kwai Chung)
30713	230804	Kiangsu-Chekiang College (Shatin)
30719	230855	Kwai Chung Methodist College
30720	190667	Kwok Tak Seng Catholic Secondary School
30722	558060	Lam Tai Fai College
30723	190829	Law Ting Pong Secondary School



**List of Schools by default using WebSAMS for Registration**

(Schools that have used WebSAMS for the September Registration of 2017 HKDSE)

School Code	EDB Code	School Name
30726	545147	Ling Liang Church E Wun Secondary School
30727	529656	Ling Liang Church M.H. Lau Secondary School
30728	230758	Lingnan Dr. Chung Wing Kwong Memorial Secondary School
30729	519006	Lions College
30730	190462	Liu Po Shan Memorial College
30731	133078	Lock Tao Secondary School
30732	230766	LST Ku Chiu Man Secondary School
30733	190535	LST Leung Chik Wai Memorial School
30734	190756	LST Young Ko Hsiao Lin Secondary School
30735	190284	Lui Cheung Kwong Lutheran College
30737	230847	Lui Ming Choi Lutheran College
30739	190772	Ma On Shan Tsung Tsin Secondary School
30740	190063	Madam Lau Kam Lung Secondary School of MFBM
30743	152196	The Yuen Yuen Institute MFBM Nei Ming Chan Lui Chung Tak Memorial College
30747	513067	Ng Yuk Secondary School
30748	530352	NLSI Peace Evangelical Secondary School
30749	510556	NTHYK Tai Po District Secondary School
30750	510165	NTHYK Yuen Long District Secondary School
30751	230030	Pak Kau College
30752	132918	PAOC Ka Chi Secondary School
30753	190438	Pentecostal Lam Hon Kwong School
30754	190489	Po Leung Kuk Lo Kit Sing (1983) College
30755	270083	PLK C.W. Chu College
30756	230774	PLK Centenary Li Shiu Chung Memorial College
30757	522058	PLK Mrs. Ma Kam Ming - Cheung Fook Sien College
30758	190330	PLK Lee Shing Pik College
30759	517020	PLK Ma Kam Ming College
30760	190586	PLK Tang Yuk Tien College
30761	170755	PLK Wu Chung College
30762	190349	PLK Yao Ling Sun College
30763	230898	POCA Wong Siu Ching Secondary School
30764	190764	POH Chan Kai Memorial College
30765	190659	POH Tang Pui King Memorial College
30766	114081	Pope Paul VI College
30767	560553	Pui Kiu College
30768	510580	Pui Shing Catholic Secondary School
30769	560480	QESOSA Tong Kwok Wah Secondary School
30770	518387	Queen Elizabeth School Old Students' Assn Secondary School
30772	190632	Queen's College Old Boys' Assn Secondary School
30775	190446	SALEM-Immanuel Lutheran College
30776	190055	Salesians of Don Bosco Ng Siu Mui Secondary Sch.
30777	190691	San Wui Commercial Society Sec Sch
30778	510599	Semple Memorial Secondary School
30779	510610	Sha Tin Government Secondary School
30780	190187	Sha Tin Methodist College
30781	518417	Shap Pat Heung Rural Committee Kung Yik She Secondary School
30783	230839	Shatin Pui Ying College
30784	190527	Shatin Tsung Tsin Secondary School
30785	230456	Shek Lei Catholic Secondary School
30786	510645	Sheung Shui Government Secondary School
30787	230464	Shi Hui Wen Secondary School
30788	230057	Shung Tak Catholic English College
30789	190470	SKH Bishop Baker Secondary School
30790	190080	SKH Bishop Mok Sau Tseng Secondary School
30791	190721	SKH Chan Young Secondary School
30792	190209	SKH Lam Kau Mow Secondary School
30793	170542	SKH Lam Woo Memorial Secondary School
30794	230871	SKH Li Ping Secondary School
30795	190071	SKH St. Simon's Lui Ming Choi Secondary School
30796	230790	SKH Tsang Shiu Tim Secondary School
30797	510661	South Tuen Mun Government Secondary School
30798	170771	St. Francis of Assisi's College
30799	190012	St. Francis Xavier's School, Tsuen Wan
30800	530689	St. Rose of Lima's College
30801	521981	Stewards MKMCF Ma Ko Pan Memorial College
30802	558567	Stewards Pooi Kei College

**List of Schools by default using WebSAMS for Registration**

(Schools that have used WebSAMS for the September Registration of 2017 HKDSE)

School Code	EDB Code	School Name
30803	230740	STFA Lee Shau Kee College
30804	190233	STFA Leung Kau Kui College
30805	190179	STFA Tam Pak Yu College
30806	541168	STFA Yung Yau College
30809	150894	Tai Po Sam Yuk Secondary School
30811	190888	The Hong Kong Management Association K S Lo College
30812	529788	The Jockey Club Eduyoung College
30813	230472	The Methodist Lee Wai Lee College
30814	270067	TIACC Woo Hon Fai Secondary School
30815	190870	Tin Ka Ping Secondary School
30816	510270	Tin Shui Wai Government Secondary School
30817	536580	Tin Shui Wai Methodist College
30818	190390	Toi Shan Association College
30819	190780	Tsang Pik Shan Secondary School
30820	510467	Tsuen Wan Government Secondary School
30821	190144	Tsuen Wan Public Ho Chuen Yiu Memorial College
30822	210137	Tsung Tsin College
30823	190624	Tuen Mun Catholic Secondary School
30824	510297	Tuen Mun Government Secondary School
30825	536547	Tung Chung Catholic School
30826	250740	TWGHs C.Y. Ma Memorial College
30827	190110	TWGHs Chen Zao Men College
30828	190373	TWGHs Kap Yan Directors' College
30829	517011	TWGHs Kwok Yat Wai College
30830	190403	TWGHs Li Ka Shing College
30831	190578	TWGHs Lo Kon Ting Memorial College
30832	523208	TWGHs Mr & Mrs Kwong Sik Kwan College
30833	230812	TWGHs Mrs. Fung Wong Fung Ting College
30834	190136	TWGHs Mrs. Wu York Yu Memorial College
30835	190500	TWGHs S.C. Gaw Memorial College
30836	190292	TWGHs Sun Hoi Directors' College
30837	170780	TWGHs Wong Fung Ling College
30838	190381	TWGHs Yau Tze Tin Memorial College
30839	270091	TWGHs Yow Kam Yuen College
30840	114120	Valtorta College
30843	112810	Wong Shiu Chi Secondary School
30844	191671	YCH No.2 Secondary School
30845	190640	YOT Tin Ka Ping Secondary School
30846	190306	YCH Lim Por Yen Secondary School
30847	270180	YCH Tung Chi Ying Memorial Secondary School
30848	529761	YLPMSAA Tang Siu Tong Secondary School
30849	549487	YMCA of Hong Kong Christian College
30850	190454	YOT Chan Wong Suk Fong Mem. Sec. School
30851	190594	YPICA Lee Lim Ming College
30852	516970	Yuen Long Catholic Secondary School
30854	151335	The ELCHK Yuen Long Lutheran Secondary School
30855	230510	Yuen Long Merchants Association Secondary School
30856	510483	Yuen Long Public Secondary School
30862	151807	Fanling Lutheran Secondary School
30870	230863	Lai King Catholic Secondary School
30874	250600	HHCKLA Buddhist Po Kwong School

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)
	8:30 - 10:30 11:15 - 13:15	Design and Applied Technology 1 (Note 2) Design and Applied Technology 2	設計與應用科技 (一) (註 2) 設計與應用科技 (二)
	8:30 - 10:00 10:45 - 12:15	Music 1A (Note 2) Music 1B	音樂 1A (註 2) 音樂 1B
	8:30 - 10:45 11:30 - 12:45	Physical Education 1 (Note 2) Physical Education 2	體育 (一) (註 2) 體育 (二)
四月六日 (星期五) Friday, 6th April	8:30 - 11:00 11:45 - 12:45	Biology 1 Biology 2	生物 (一) 生物 (二)
	8:30 - 10:10	Combined Science (Biology)	組合科學 (生物)
四月七日 (星期六) Saturday, 7th 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)
四月九日 (星期一) Monday, 9th 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)
四月十日 (星期二) Tuesday, 10th 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)
四月十一日 (星期三) Wednesday, 11th 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)
四月十三日 (星期五) Friday, 13th 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)
四月十四日 (星期六) Saturday, 14th 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)
	8:30 - 10:10	Combined Science (Physics)	組合科學 (物理)
四月十九日 (星期四) Thursday, 19th April	8:30 - 10:45 11:30 - 12:50	Chinese History 1 Chinese History 2	中國歷史 (一) 中國歷史 (二)
四月二十日 (星期五) Friday, 20th April	8:30 - 10:30 11:15 - 13:15	Design and Applied Technology 1 (Note 2) Design and Applied Technology 2	設計與應用科技 (一) (註 2) 設計與應用科技 (二)
	8:30 - 10:00 10:45 - 12:15	Music 1A (Note 2) Music 1B	音樂 1A (註 2) 音樂 1B
	8:30 - 10:45 11:30 - 12:45	Physical Education 1 (Note 2) Physical Education 2	體育 (一) (註 2) 體育 (二)
四月二十一日 (星期六) Saturday, 21st 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)
	8:30 - 11:00 11:45 - 12:45	Chemistry 1 Chemistry 2	化學 (一) 化學 (二)
	8:30 - 10:10	Combined Science (Chemistry)	組合科學 (化學)
四月二十四日 (星期二) Tuesday, 24th 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)
四月二十五日 (星期三) Wednesday, 25th 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)
四月二十六日 (星期四) Thursday, 26th 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)
四月二十七日 (星期五) Friday, 27th April	8:30 - 11:00 11:45 - 13:00	Geography 1 Geography 2	地理 (一) 地理 (二)
四月二十八日 (星期六) Saturday, 28th April	8:30 - 11:00	Mathematics Extended Part Modules 1,2	數學 延伸部分 單元 (一) 及 (二)
四月三十日 (星期一) Monday, 30th April	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 - 10:30 11:15 - 13:15	Design and Applied Technology 1 (Note 2) Design and Applied Technology 2	設計與應用科技 (一) (註 2) 設計與應用科技 (二)
	8:30 - 10:00 10:45 - 12:15	Music 1A (Note 2) Music 1B	音樂 1A (註 2) 音樂 1B
	8:30 - 10:45 11:30 - 12:45	Physical Education 1 (Note 2) Physical Education 2	體育 (一) (註 2) 體育 (二)
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:

1. 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)

2. 設計與應用科技、體育及音樂科的考試日期，將會在報考日期完結後決定，倘沒有重覆考生報考，兩個或以上科目將會被安排於同日進行考試。

The examination dates for Design & Applied Technology, Physical Education and Music will be finalised after the closing date of registration and two or more subjects will be scheduled on the same day only if there is no overlap of candidates.

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) (暫定) 13 March - 22 March 2018 (Monday to Friday) (tentative)	17:00 - 20:30	Chinese Language 4 (Speaking) 中國語文 卷四 (口試)
2018 年 5 月 2 日至 5 月 11 日 (星期一至星期五) (暫定) 2 May - 11 May 2018 (Monday to Friday) (tentative)	17:00 - 20:30	English Language 4 (Speaking) 英國語文 卷四 (口試)
2018 年 5 月中旬至下旬 mid - late May 2018	待定 to be confirmed	Chinese Language 4 (Speaking) (SEN Sessions) 中國語文 卷四 (口試) (特殊需要考生)
2018 年 5 月中旬至下旬 mid - late May 2018	待定 to be confirmed	English Language 4 (Speaking) (SEN Sessions) 英國語文 卷四 (口試) (特殊需要考生)

**Hong Kong Diploma of Secondary Education Examination (HKDSE) 2018**  
**Briefings for schools on Pre-examination Arrangements**

<b>Date/Time</b>	<b>Venue</b>	<b>Language Medium</b>
<b>12 September 2017</b> 2:00 pm – 5:30 pm	<b>EDB Kowloon Tong Education Services Centre</b> Lecture Theatre, 4/F, West Block, 19 Suffolk Road, Kowloon	Cantonese
<b>14 September 2017</b> 2:00 pm – 5:30 pm		

**Rundown:**

**Time**

**Details**

1:45 pm – 2:00 pm

Registration for **Part 1**

2:00 pm – 4:00 pm

**Part 1 September Registration for the 2018 HKDSE**

- ◆ Important administrative arrangements
  - ◆ Registration procedures using WebSAMS
  - ◆ Highlights of the application process in the Registration System
- Q&A Session

4:00 pm – 4:15 pm

Break & Registration for **Part 2**

4:15 pm – 5:30 pm

**Part 2 Applications for Special Examination Arrangements**

- ◆ Special Examination Arrangements (SEA) in the 2018 and 2019 HKDSE
  - ◆ Enhancements of the SEA Online Services
- Q&A Session

**Target Participants:**

- (i) Principal or nominee;
- (ii) Teacher or staff member who serves as School Examination Officer (SEO) to handle the registration matters of the HKDSE in the Registration System and in the HKEAA module of the WebSAMS; and
- (iii) Teacher or staff member who serves as Special Examination Arrangement (SEA) Application Officer to apply for SEA on behalf of students with special needs in the HKDSE.

Due to limited seating capacity, each school may nominate up to **2 representatives** to attend each part of the briefing session. Schools are requested to sign up for one of the briefing sessions (either one part or both parts) ***via the School Information Management (SIM) System (Login HKDSE Examination Online Services → School Information Management → Maintain → Register Event) on or before 9 September 2017 (Saturday).***

*Note: No confirmation will be sent to successful registrants unless any one of the briefing sessions is over-subscribed due to limited seating capacity.*