

Tel.: 3628 8860
Ref.: DSE/OP26

1 September 2014

To: Principals of schools participating in 2015 HKDSE

Dear Principal,

Hong Kong Diploma of Secondary Education Examination (HKDSE) 2015 Important pre-examination events

Following the successful completion of the 2014 Hong Kong Diploma of Secondary Education Examination (HKDSE), I am writing to inform you about the important pre-examination events for the 2015 HKDSE.

September Registration

Registration for Categories A, B and C (Other Languages – June 2015 Series) subjects of the 2015 HKDSE will be accepted **from 16 September to 9 October 2014**. Schools are requested to submit their students' subject entries via the HKDSE Examination Registration System before the closing date of registration. To facilitate the registration process, some of the functions of the Registration System have been enhanced to make it more user-friendly. The features of the major enhancements will be presented at the briefing sessions for schools in September 2014. We are thankful to schools for providing valuable and constructive comments so that we can continue to improve the workflow.

Details of the procedures for registration of school candidates for the 2015 HKDSE will be promulgated via school circular to be issued in early September 2014.

Applications for Special Examination Arrangements

Candidates with special needs who wish to apply for special examination arrangements in the 2015 and 2016 HKDSE should submit their applications via the Special Examination Arrangements (SEA) Online Services **from 4 September to 26 September 2014**.

For details, please refer to the HKDSE Examination Circular No. (1) 2014/2015 dated 28 August 2014 regarding the applications for special examination arrangements.

School Briefings

To familiarize school personnel with the arrangements, two identical briefing sessions will be conducted on **11 September 2014 morning** and **16 September 2014 afternoon**. The briefing will be divided into two parts:

Part 1 - Procedures for the September Registration;

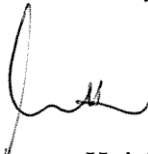
Part 2 - Applications for Special Examination Arrangements

The programme rundown is given in *Annex I*. The presentation materials will be uploaded to the main page of the respective systems of the HKDSE Examination Online Services from 11 September 2014. Schools may enroll for either Part 1 or Part 2 or both. To facilitate our logistics arrangements, please sign up for either one of the sessions at <http://esurvey.hkeaa.edu.hk/2015HKDSEBriefing> on or before **10 September 2014 (Wednesday)**. Due to limited seating capacity, each school may nominate up to **2 representatives** to attend each part of the briefing session.

Thank you for your continuous support and collaboration in the administration of the HKDSE. We look forward to meeting you and your teachers at the above events.

In case you have any queries, please contact our Public Examinations Information Centre on 3628 8860.

Yours sincerely,



Margaret Hui (Ms)

General Manager, School Examinations and Assessment Division

**Hong Kong Diploma of Secondary Education Examination (HKDSE) 2015
Briefings for schools on Pre-examination Arrangements**

Date/Time	Venue	Language Medium
11 September 2014 9:00 am – 12:30 pm	EDB Kowloon Tong Education Services Centre Lecture Theatre, 4/F, West Block, 19 Suffolk Road, Kowloon	Cantonese
16 September 2014 2:00 pm – 5:30 pm	School Hall, PHC Wing Kwong College 155 Lung Cheung Road, Wang Tau Hom, Kowloon	

Rundown:

Time

9:00 am – 9:15 am/
2:00 pm – 2:15 pm

Details

Registration for **Part 1**

9:15 am – 11:15 am /
2:15 pm – 4:15 pm

Part 1 September Registration for the 2015 HKDSE

- ◆ important administrative arrangements
 - ◆ procedures for registration using the WebSAMS
 - ◆ highlights of the major enhancements of the Registration System
- Q&A Session

11:15 am – 11:30am /
4:15 pm – 4:30 pm

Break & Registration for **Part 2**

11:30 am – 12:30 pm
4:30 pm – 5:30 pm

Part 2 Applications for Special Examination Arrangements

- ◆ Special Examination Arrangements (SEA) in the 2015 and 2016 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 Arrangements (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 either one of the briefings at <http://esurvey.hkeaa.edu.hk/2015HKDSEBriefing> on or before **Wednesday, 10 September 2014**.

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