



ELCHK Lutheran Secondary School

Parents's Notice 23055 '2024-25 Registration Arrangement'

31/5/2024

ELCHK Lutheran Secondary School ELCHK Lutheran Secondary School ELCHK Lutheran Secondary School ELCHK Lutheran Secondary School

Dear Parents/Guardians,

2024/25 Registration Arrangement

All students are required to come to school for registration for the new academic year on 10th July (Wed) (for the S.1 to S.2 students) and on 12th July (Fri) (for the S.3 to S.5 students). This includes students to be promoted through the make-up exam, as well as those who will not be promoted this year. Please pay attention to the following items:

1. 2024/25 registration fee and other fees

Please refer to Attachment 1 for an overview of the registration fee and other fees.

2. Payment

2.1 Transfer by ATM [**Hang Seng Bank or HSBC only**] (S.1 to S.2 by 10th July (Wed) and S.3 to S.5 by 12th July (Fri))

- ◆ 212-387542-668(The Incorporated Management Committee of ELCHK Lutheran Secondary School)
- ◆ Keep the advice / receipt (Write down the student name, class and class number in the 2023/24 school year on the front page) and
- ◆ S.1 to S.2 : bring it to school on 10th July (Wed) or
- ◆ S.3 to S.5 : bring it to school on 12th July (Fri)

2.2 Pay by cheque (Payable to: **The Incorporated Management Committee of ELCHK Lutheran Secondary School**)

- ◆ Write down the student name, class and class number in the 2023/24 school year on the back of the cheque and
- ◆ S.1 to S.2 : bring it to school on 10th July (Wed) or
- ◆ S.3 to S.5 : bring it to school on 12th July (Fri)

2.3 Pay by cash (Parents are advised to deposit the registration fee into the school account or pay by cheque.)

3. Registration Procedures

3.1 S.1 to S.5 students are required to arrive at school by 8:30 a.m. (the school will be open at 8:00 a.m.).

Please arrive at the following classroom for the registration formalities:

| | | |
|-------------------|-----------------------|-----------------------|
| Form | S.1-S.2 | S.3-S.5 |
| Date | 10/7 (Wed) | 12/7 (Fri) |
| Registration Time | 8:30 a.m. - 9:30 a.m. | 8:30 a.m. - 9:30 a.m. |
| Place | Classroom | Classroom |

3.2 Registration procedures:

⇒ submit the registration reply slip (Attachment 1) ⇒ submit the advice/receipt/cheque/cash ⇒ sign to confirm

4. Remarks

4.1 All 23/24 S.3 students need to pay the 24/25 S.4 registration fee. The difference will be refunded if a S.3 student fails to pass the make-up exam and cannot be promoted to S.4.

4.2 A student will forfeit his/her school place if they do not pay the registration fee on time.

4.3 If students cannot pay the registration fee in time for some special reasons, they must inform Mr. Lee, the Deputy Head of the Academic Committee, with a parent's letter on or before 28th June (Fri). They will be informed of the result at a later date.

Should you have any enquiries, please contact Mr. Lee, the Deputy Head of the Academic Committee at 27802291.

Please submit the reply slip to the class teacher by 3rd June (Mon).

Yours faithfully,



Mr. Liang Kwun Fan
Principal



ELCHK Lutheran Secondary School
(Reply Slip) Parent's Notice 23055 '2024-25 Registratoin Arrangement'
[Submit the Reply Slip to class teacher by 3/6]

Dear Principal,

I have read and understood the information in this notice.

Student's Name: _____ Parent's Signature: _____

Class: _____ () Parent's Name: _____

ELCHK Lutheran Secondary School
2024/2025 Registration Fee and Miscellaneous Fees

| | Item | Price | S.1 Repeating | New S.2 Students / S.2 Repeating | New S.3 Students / S.3 Repeating | New S.4 Students / S.4 Repeating | New S.5 Students / S.5 Repeating | New S.6 Students / S.6 Repeating |
|----|--|--------------|----------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|
| 1 | Student card and photo-taking | HK\$40 | / | / | / | HK\$40 (1) | / | / |
| 2 | Single-lined Ex. Book | HK\$1.2 | HK\$4.8 (4) | HK\$4.8 (4) | HK\$4.8 (4) | HK\$4.8 (4) | HK\$4.8 (4) | HK\$4.8 (4) |
| 3 | Long Single-lined Ex. Book | HK\$2.0 | HK\$8.0 (4) | HK\$8.0 (4) | HK\$8.0 (4) | HK\$8.0 (4) | HK\$8.0 (4) | HK\$8.0 (4) |
| 4 | Long Single-lined Paper Book | HK\$3.6 | HK\$3.6 (1) | HK\$3.6 (1) | HK\$3.6 (1) | HK\$3.6 (1) | HK\$3.6 (1) | HK\$3.6 (1) |
| 5 | Chinese writing booklet | HK\$2.0 | HK\$8.0 (4) | HK\$8.0 (4) | HK\$8.0 (4) | HK\$8.0 (4) | HK\$8.0 (4) | HK\$8.0 (4) |
| 6 | Long Single-lined Paper | HK\$2.2 | HK\$2.2 (1) | HK\$2.2 (1) | HK\$2.2 (1) | HK\$2.2 (1) | HK\$2.2 (1) | HK\$2.2 (1) |
| 7 | A4 Single-lined Ex. Book | HK\$11 | HK\$11 (1) | HK\$11 (1) | HK\$11 (1) | HK\$11 (1) | HK\$11 (1) | HK\$11 (1) |
| 8 | A4 File | HK\$1.5 | HK\$3.0 (2) | HK\$3.0 (2) | HK\$3.0 (2) | HK\$3.0 (2) | HK\$3.0 (2) | HK\$3.0 (2) |
| 9 | Student Handbook | HK\$9.4 | HK\$9.4 (1) | HK\$9.4 (1) | HK\$9.4 (1) | HK\$9.4 (1) | HK\$9.4 (1) | HK\$9.4 (1) |
| 10 | PTA Fee | HK\$30 | HK\$30 | HK\$30 | HK\$30 | HK\$30 | HK\$30 | HK\$30 |
| 11 | SU Fee and house Fee | HK\$50 | HK\$50 | HK\$50 | HK\$50 | HK\$50 | HK\$50 | HK\$50 |
| 12 | Fee to improve the learning environment* | HK\$450 | HK\$450 | HK\$450 | HK\$450 | HK\$450 | HK\$450 | HK\$450 |
| 13 | Tuition Fee | HK\$340 | | | | HK\$340 | HK\$340 | HK\$340 |
| | Student card and photo-taking | Total | HK\$580 | HK\$580 | HK\$580 | HK\$960 | HK\$920 | HK\$920 |

* Approved by EDB and agreed upon by the member of the PTA.



ELCHK Lutheran Secondary School

(Reply Slip) Parent's Notice 23055 '2024-25 Registratoin Arrangement'

[Submit this Reply Slip for registration by 10/7 (for S.1 to S.2) or by 12/7 (for S.3 to S.5)]

I will

- transfer the registration fee via **The Hongkong and Shanghai Banking Corporation Limited** or HSBC ATM and submit the advice / receipt to the school.
- pay by cheque and the cheque number is _____
- pay in cash and the amount is _____
- want a receipt (to be given to students in September).

Student's Name: _____

Parent's Signature: _____

Class: _____ ()

Parent's Name: _____

(Please put a '✓' in the appropriate squares)