



靈糧堂怡文中學
Ling Liang Church E Wun Secondary School
Tel: 21094000 Fax: 21094066
37 Man Tung Road, Tung Chung,
Lantau Island, Hong Kong

插班申請表 Transfer Application Form (2026-2027)

- ☐ 中一 Secondary 1 ☐ 中二 Secondary 2
☐ 中三 Secondary 3 ☐ 中四 Secondary 4
☐ 中五 Secondary 5

校務處專用 (For the General Office)

交表日期: _____

收表職員: _____

學生資料 Student's Particulars

中文姓名 Chinese Name		英文姓名 English Name	
身份證號碼 HKID Card No.		出生日期 Date of Birth	年(yy) 月(mm) 日(dd) / /
性別 Gender		出生地點 Place of Birth	國籍 Nationality
住址 Residential Address			
聯絡電話 Contact Phone No.	(可提供一個以上) (More than one may be provided)		

近照
Recent Photo

現時及過往曾就讀學校 Current and Previous School (s) Attended

學校名稱 Name of School *如非本港, 請附註所在城市 If not in HK, please indicate the city.	班別 Class(es) (e.g. S1-S2)	就讀年份 Year(s) (e.g. 2023-2026)
宗教信仰 Religion	所屬教會 Affiliated Church	

學校專用:
備註:

家長或監護人資料 Parent/Guardian's Particulars

中文姓名 Name in Chinese		英文姓名 Name in English		☐ 與學生同住 Reside with the student
與學生關係 Relationship	☐ 父 Father ☐ 母 Mother ☐ _____	手提電話號碼 Mobile phone number		
職業(如有) Occupation (if any)		宗教信仰 Religion		
電郵地址(如有) Email address (if any)				
中文姓名 Name in Chinese		英文姓名 Name in English		☐ 與學生同住 Reside with the student
與學生關係 Relationship	☐ 父 Father ☐ 母 Mother ☐ _____	手提電話號碼 Mobile phone number		
職業(如有) Occupation (if any)		宗教信仰 Religion		
電郵地址(如有) Email address (if any)				

面試日期: _____

面試老師(1): _____

面試老師(2): _____

取錄 ☐

編入班別: _____

中文分組: _____

英文分組: _____

數學分組: _____

不予取錄 ☐

後備 ☐

如有兄姊曾或現在本校就讀, 請填寫下表(若沒有就讀之兄姊, 此欄可留空)

Siblings at LLCEW (leave it blank if none)

姓名 Name		曾/現就讀班別 Class/Form	
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以下由學生填寫 To be completed by the student

(1) 學業及操行表現 Academic & Conduct Performance							
學年/學期 Year/Term	中文 Chinese	英文 English	數學 Math	總平均分 Average Marks	全班名次 Rank in Class (如有 if any)	全級名次 Rank in form (如有 if any)	操行 Conduct

(2) 課外活動及服務 ECA & Services			
活動項目 Activities	主辦機構 Organizer	參與活動日期 Date of Participation	獎項 / 證書 / 其他 Award / Certificate / Others

(3) 代表學校參賽或獲獎名稱 Awards received in primary / secondary school		
年份 Year/Term	校外比賽名稱 Title of competition(s) outside of school	獎項 / 證書 / 其他 Award / Certificate / Others

(4) 申請本校之原因 Reasons for applying our school

以下由家長填寫 To be completed by parent/guardian

你對 貴子弟入讀後之期望。 Your expectations on your child after entering our school.

學生及家長簽署 Parent/Guardian & Applicant's Signature

學生簽署 Signature of Student		家長簽署 Signature of Parent/guardian		填表日期 Date	
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申請插班注意事項:

一、遞交申請方法(請選擇以下其中一種方法將文件遞交至本校校務處):

1. 親身繳交;
2. 郵寄;
3. 電郵 (電郵地址: ewun@llcew.edu.hk)。

二、必備文件(請在遞交前確保以下文件已準備齊全):

1. 申請表 (須填妥所有資料, 並貼上近照一張);
2. 身份證明 (申請人香港身份證副本);
3. 近期成績表 (2025-2026 學年全年成績表副本);
4. 過往成績表 (2024-2025 學年全年成績表副本);
5. 課外表現證明 (個人興趣或課外活動的獎項副本)。

三、甄選及錄取流程:

1. 學校將按申請人之校內成績及操行進行初步篩選;
2. 個別聯絡申請人參加筆試 (考核科目: 中、英、數);
3. 如有需要將通過電話或電郵安排面試;
4. 成功被取錄者將獲學校「個別電話通知」。

四、如欲進一步認識本校, 請瀏覽本校網頁內容: <http://web.llcew.edu.hk/>。

Reminders for Transfer Applications

I. Application Methods (Please submit the required documents to the General Office through one of the following three ways):

1. In person
2. By post
3. By email: ewun@llcew.edu.hk

II. Required Documents Checklist

(Please ensure you have prepared all the following documents before submission):

1. Application Form (Fully completed with a recent passport-sized photo attached)
2. Identification (Copy of the applicant's Hong Kong Identity Card)
3. Recent Report Card (Copy of the full-year report card for the 2025-2026 academic year)
4. Previous Report Card (Copy of the full-year report card for the 2024-2025 academic year)
5. Achievements outside of school (Copies of certificates/awards for personal interests or extracurricular activities)

III. Selection & Admission Process

1. The School reviews applications based on academic results and conduct at school.
2. Shortlisted applicants will be contacted individually to take a written test covering three subjects: Chinese, English, and Mathematics.
3. Arrangement for interviews will be made via phone or email if necessary.
4. Successful applicants will be notified by phone individually.

IV. For further information about our school, please visit our website: <http://web.llcew.edu.hk/>