



14th December 2009

Dear Parents,

Special Examination Arrangements for Students with Special Needs

In recent years, the Hong Kong Examinations & Assessments Authority (HKEAA) is dedicated to providing reliable and equitable examination and assessment services to measure learning outcomes of students with special education needs (such as physical, visual, aural, oral and other learning disabilities). Depending on the nature and severity of students' disabilities, special arrangements can be made in an examination in the HKCEE / HKDSE and HKALE, including exemption from part of the examination. The provision of special examination arrangements allow these students to be assessed under suitable conditions without having an unfair advantage over other students.

In order to entitle such special examination arrangements, students have to provide up-to-date medical / assessment reports dated at most 3 years prior to the examination year and submit applications to the HKEAA in September two years before the examination year via the school.

For the benefits of students with special education needs, the school has to be informed as early as possible so that suitable teaching strategies and examination arrangements can be provided according to the school context which may sometimes be different from those of the HKEAA. ***You can contact Miss Candy To, Assistant Principal, at 23678263 if you have such information to pass on to the school.*** Please be reassured that such information will be kept strictly confidential and the student concerned will not be subjected to undue discriminations.

For details on services provided to candidates with special needs and application procedures, please visit the HKEAA website at www.hkeaa.edu.hk.

Kindly sign the attached slip and return it to the class teacher on or before **18 December 2009**.

Yours sincerely,

Ms. Catherine Wong
Principal

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Class No. : _____

Reply Slip
(To be returned on or before 18 December 2009)

To: Ms Wong, the Principal

Thank you for your circular of 14 December 2009 informing us of special examination arrangements for students with special needs, the contents of which I have noted.

Parent's Name

Parent's Signature

Date

Student's Name

Class

smcc-G39/0910



敬啟者：

為有特殊需要的學生作特別考試安排

近年，香港考試及評核局（考評局）一直致力為有特殊需要的考生（例如有肢體活動能力障礙、視障、聽障、語障或其他學習障礙）提供可靠及公平的考試及評核服務，以量度他們的學習成果。考評局會按個別考生的殘障情況及程度，在中學會考/香港中學文憑考試及香港高級程度會考作特別安排，包括豁免部分考試。有關安排一方面讓這些考生在適當的環境下應考，得到公平的評核，同時亦確保這些安排不會對其他考生造成不公平。

有關學生須在考試年度前兩年的九月經學校向考評局遞交申請。申請文件需附近期的醫學報告/評估報告，報告日期最多為考試年之前三年。

為了在教學及考試方面為有特殊需要的學生作適當的安排，希望家長能盡早向校方提供有關資料。囿於學校的環境及設施，校方的安排可能有別於考評局的做法。**若需要提供資料，家長可致電 23678263 與助理校長杜嫻玲老師聯絡。**校方會對資料保密，以保障學生的私隱。

若想進一步了解考評局為考生所提供的特殊服務及申請程序，請瀏覽考評局網頁：www.hkeaa.edu.hk。

請填妥以下回條，並於二零零九年十二月十八日或以前交回班主任老師。

此致

各位家長

校長 王少玉謹啟

二零零九年十二月十四日

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學號：_____

回條

（請於二零零九年十二月十八日或之前交回班主任老師）

王校長：

頃接二零零九年十二月十四日來函，得悉有關為特殊需要學生作特別考試安排事宜。

家長姓名：_____

家長簽署：_____

學生姓名：_____

班別：_____

日期：_____