

HOTUNG SECONDARY SCHOOL

何 東 中 學

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Our Ref. (GEN086E/201920) in HTSS/STUD/1 Pt.2



1 Ka Ning Path,
Causeway Bay,
Hong Kong

12 December, 2019

Dear Parents/ Guardians

Arrangements for S6 Mock Examination

Exam Timetable, Instructions to Candidates & Discussion of Exam Papers

Please be informed that the Mock Examination for S6 students will be held between 5 February 2020 (Wednesday) and 20 February 2020 (Thursday). Students should follow the examination timetable to sit for the examination. Parents should encourage your children to spend their time wisely and help them prepare for the examination.

The annual academic result include two components : Mock examination (80%) and continuous assessment (20%).

During the examination period, students must strictly observe the regulations laid down in the "Instructions for Candidates" of the Student's Handbook.

1. Candidates should pay careful attention to the schedule laid out in the Examination Timetable, especially the exam date and the starting examination time of each subject.
2. In case of school closure as a result of typhoon or inclement weather during the examination period, the examinations scheduled for that particular date will be automatically cancelled. Candidates will later be informed of the replacement date while the other examinations listed in the timetable will proceed as scheduled.
3. Parents of candidates who fail to sit an examination due to illness should contact the school on the same day. Candidates must also hand in to their class teacher, preferably on the following day or as soon as they can, a parent's letter, together with a sick leave certificate issued by a registered medical practitioner. Having received such required documents, the school will consider giving an assessed mark for the examination paper at issue. In the absence of an official sick leave certificate, zero mark will be given.

(please turn over)



During 24 to 27 February, are reserved for discussion of examination papers, during which normal school timetable will be followed.

To tie in with the discussion of examination papers of S1 to S5 students (20-22 January, 2020), school finishes at 12:10 pm. The timetable for these three days is as follows:


Time	Period
8:15 – 8:30	Class Teacher Period
8:30 – 8:55	1 st Period
8:55 – 9:20	2 nd Period
9:20 – 9:30	Recess
9:30 – 9:55	3 rd Period
9:55 – 10:20	4 th Period
10:20 – 10:45	5 th Period
10:45 – 10:55	Recess
10:55 – 11:20	6 th Period
11:20 – 11:45	7 th Period
11:45 – 12:10	8 th Period

The last schoolday for S6 students is Wednesday 28 February, 2019 while the report cards will be distributed in their home room at 3:45 pm on Tuesday 18 March, 2020.

Attached please find the examination timetable, while the “Instructions to Candidates” can also be found on eClass.

Please return the reply slip to the class teacher.

Yours sincerely,


Cheng Siu Kam Sheung
Principal

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(GEN086E/201920) in HTSS/STUD/1 Pt.2

Reply Slip

Dear Mrs Cheng,

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I, parent / guardian of student _____ (Name) in _____ (Class) _____ (Class number),
acknowledge receipt of the letter concerning the above captioned.

Parent's / Guardian's Signature: _____

Date: _____

Parent's / Guardian's Name: _____