



## True Light Girls' College

Dear Parents / Guardians,

### Matters concerning S1-S5 Mid-year and S6 Mock Examination

#### 1. Time for Examination

a. The dates for the Mid-Year Examination of S1 to S3 cultural subjects are as follows:

Date	Time	Level	Subjects
4/12 (Day VI) Thursday	8:25 a.m. – 9:00 a.m.	S1 – S3	Liberal Studies
12/12 (Day IV) Friday	2:50 p.m. – 3:25 p.m.	S1 – S3	Visual Arts
16/12 (Day VI) Tuesday	8:25 a.m. – 9:00 a.m.	S1 – S3	Computer Literacy
18/12 (Day II) Thursday	8:25 a.m. – 9:00 a.m.	S1 – S3	Home Economics

b. The S1 to S5 Mid-Year Examination and S6 Mock Examination will be held from **5<sup>th</sup> January (Monday) to 19<sup>th</sup> January, 2015 (Monday)**. Please encourage your daughter to prepare well for the examination during the Christmas & New Year holidays. During the examination period, students are not allowed to linger in school premises or engage in any ball games after the examination. Students with no examination on a particular day should not come back to school to engage in any activities to avoid any possible disturbance.

c. If the Secretary for Education announces the closure of schools due to adverse weather such as a tropical cyclone or the issue of the Rainstorm Red or Black Warning, the scheduled examination will be postponed to the following Saturday at the scheduled time and venue without further notice whereas examination scheduled to be held on 19<sup>th</sup> January will be postponed to 20<sup>th</sup> January.

#### 2. Irregularities

##### a. Main Examination

i. **Students absent due to sickness in the examination period must inform the School Office of their absence before 8:00 a.m. on the same day. A letter applying for sick leave and a medical certificate should be submitted on the next school day.** Considering the recommendation of the class teacher, a supplementary examination may be granted by the Principal. Papers for the supplementary examination will be handled separately.

**In case a student fails to comply with the regulations above, the supplementary examination will not be granted.**

ii. Students entering school should press their Smart Cards against the card reader. They are expected to come back to school before 8:10 a.m. Students entering school after this time are regarded as late. Students arriving late will be admitted to sit for the examination, but no extra time will be given. Their examination papers will be collected at the scheduled time.

##### b. Cultural Subject Examination

Students absent from any examination due to sickness must follow the proper procedures like Main Examination to apply for sick leave; otherwise, no supplementary examination will be arranged.

#### 3. Weightings of term marks and exam marks

Level 班級	1 <sup>st</sup> Term: 40% of Annual Score (上學期：佔全年總分 40%)		2 <sup>nd</sup> Term: 60% of Annual Score (下學期：佔全年總分 60%)	
	I	II	I	II
S1-S5 中一至 中五	1 <sup>st</sup> term mark (上學期常分)	Mid-yr Exam Mark (中期試分)	2 <sup>nd</sup> term mark (下學期常分)	Final Exam Mark (期終試分)
	30% of 1 <sup>st</sup> term total (佔上學期總分 30%)	70% of 1 <sup>st</sup> term total (佔上學期總分 70%)	30% of 2 <sup>nd</sup> term total (佔下學期總分 30%)	70% of 2 <sup>nd</sup> term total (佔下學期總分 70%)
S6 中六	S5 Annual Score (中五全年總成績)	Mid-yr Exam Mark (中期試分)	S6 Term Mark (中六全年常分)	Mock Exam Mark (模擬試分)
	50% of 1 <sup>st</sup> term total (佔上學期總分 50%)	50% of 1 <sup>st</sup> term total (佔上學期總分 50%)	30% of 2 <sup>nd</sup> term total (佔下學期總分 30%)	70% of 2 <sup>nd</sup> term total (佔下學期總分 70%)

#### 4. Promotion Criteria

S1 & S2 中一及中二	Pass in at least 5 academic subjects including English, Chinese & Mathematics / 至少 5 科學科(包括中、英、數)及格	Pass in total average, which is 50, in Annual Score / 全年總成績之平均分不少於 50 分
S3 中三	Pass in at least 7 academic subjects including English, Chinese & Mathematics / 至少 7 科學科(包括中、英、數)及格	
S4 & S5 中四及中五	Pass in the 4 core subjects and at least 1 elective subject / 4 科核心科目及最少 1 科選修科目及格	Pass in total average, which is 40, in Annual Score / 全年總成績之平均分不少於 40 分

#### 5. Remedial measures for students with unsatisfactory performance in the Mid-year Examination

All failure students have to complete supplementary exercises assigned by the subject teachers.

Please acknowledge receipt of this circular by returning the completed reply slip to the class teachers on **1<sup>st</sup> December, 2014 (Monday)**.

Yours faithfully,

Tam Kim Hung  
Principal



# 真光女書院

敬啟者：

## 中一至中五中期試及中六模擬試考試事宜

### (一) 考試時間

1. 中一至中三級術科中期試考試時間表，請參閱英文版。
2. 本年度中一至中五中期試及中六模擬試將於**二零一五年一月五日(星期一)至一月十九日(星期一)**舉行。敬希各家長督促 貴子弟在家勤習功課，以爭取理想成績。同時請家長注意，每天考試完畢或若當日無須考試，學生不得留校玩耍或參與任何課外活動，以免影響其他考生。
3. 如因天氣惡劣經教育局局長宣佈停課，則該日毋須回校考試，是日考試將順延至該周之星期六補考。如受影響之考試日期為**一月十九日**，考試則會延至**一月二十日**舉行。

### (二) 注意事項

#### 1. 主要考試

- i) 病假：因病缺考者必須於早上八時前致電校務處，翌日呈交家長信申請病假並附有效之註冊醫生證明文件。經班主任推薦，校長才考慮給予補考機會。補考試卷將另行處理。  
**學生如未能遵照以上規則，不會獲得補考。**
- ii) 遲到：學生每天須在**八時十分前**回校，並在校門拍咭，逾時則作遲到論。遲到者需依照剩餘的考試時間完成考試，並不會獲得額外之時間應考。

#### 2. 術科考試

如學生因病而不能回校參與任何術科科目之考核，須依循主要考試請假手續辦理，請假信須附醫生證明書，否則不設補考。

### (三) 成績評核計算辦法 (詳情請參閱英文版)

### (四) 升班準則 (詳情請參閱英文版)

### (五) 保底安排

所有成績欠佳的學生均需依照科目老師指示完成相關的補充練習，以改善成績。

請填妥並簽署回條於**二零一四年十二月一日(星期一)**交回班主任。

此致

貴家長 / 監護人

真光女書院校長 譚劍虹 啟

二零一四年十一月二十八日

此通告可參閱本校網頁(<http://www.tlge.edu.hk>)“最新消息”，20/1/2014刪除。

## Reply Slip 回條

Dear Principal 敬覆者，

The content of your circular (2014-2015 Admin. Circular No. 37) about the “Matters concerning S1-S5 Mid-year and S6 Mock Examination” has been noted. / 茲收到 2014-2015 年度通告(行政)第三十七號，知悉有關「中一至中五中期試及中六模擬試」事宜。

\_\_\_\_\_  
Name of Parent/Guardian (家長或監護人姓名)

\_\_\_\_\_  
Signature (簽署)

\_\_\_\_\_  
Name of Student (學生姓名)

\_\_\_\_\_  
Class & No. (班別及班號)

\_\_\_\_\_  
Date (日期)