Government of the Hong Kong
Special Administrative Region
Education Bureau

Application Form for Special School Admission

For Newly-arrived Children

1. Name of Applicant (Child):(English) _____
   (Chinese) _____
2. Date of Birth (dd/mm/yyyy) : _____ 3. Sex: _____
4. Applicant's (Child's)*☐ HKID No. /☐ Birth Certificate No. /☐Others (Please specify)* : _____
5. Address: _____
6. Parent / Guardian's Information in Hong Kong:
   Contact No: (Home)_____ (Office)_____ (Mobile) _____
   Email Address: _____
7. Child's Information:
   Country of Origin: _____ Date of Arrival (dd/mm/yyyy): _____
   Previous School Attended: _____ Class: _____
8. Category of Special School Applied For*:
   ☐ School for Children with Visual Impairment
   ☐ School for Children with Hearing Impairment
   ☐ School for Children with Physical Disability
   ☐ School for Children with Intellectual Developmental Disorder

* ☐ Parent's/ ☐ Guardian's Signature:_____ Relationship: _____

* ☐ Parent's/ ☐ Guardian's Name: _____ Date (dd/mm/yyyy): _____

Please log in Electronic Form Submission System to submit the form or return the form to any of the special education services centre below in person:

Special Education Services General Office
Rm W240, 2/F, West Wing, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon
Enquiries: 3698 3957

General Office,
Education Bureau Ha Kwai Chung Special Education Services Centre
4/F, 77 Lai Cho Road, Kwai Chung, New Territories
Enquiries: 2307 6251

*Please choose as appropriate

Revised in Oct 2026

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Guidance Notes

(1) The purpose of collecting the personal data by the Education Bureau is to provide special school admission for the student. If required, we shall transfer the personal data to relevant schools, other government departments, or service agencies in order to facilitate the provision of appropriate support. In addition, such data may be used for overall planning of educational services.

(2) It is obligatory for the parent/guardian to supply the Education Bureau with the required data. If the parent/ guardian fails to supply the data or the data supplied is inaccurate, the Education Bureau will be unable to provide the necessary services to the student.

(3) Under the Personal Data (Privacy) Ordinance, the student concerned/parent/guardian has the right to request access to or to request the correction of personal data in relation to the student or to obtain a copy of the student's data from the Education Bureau. If you wish to exercise these rights, please complete the "Personal Data (Privacy) Ordinance Data Access Request Form" (Form Number: EDB56#) of the Education Bureau and forward it by mail or fax to the following address:

Residential Address	Kowloon and New Territories East	Special Education Services General Office, Rm W240, 2/F West Wing, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong. Kowloon Tel. No. : 3698 3957 Fax No: 2711 9644
	Hong Kong Island, Islands and New Territories West	General Office, Education Bureau Ha Kwai Chung Special Education Services Centre, 4/F, 77 Lai Cho Road, Kwai Chung, New Territories Tel. No. : 2307 6251 Fax No.: 2744 5315

To obtain a copy of the form, please call the above numbers during office hours or download the "Personal (Privacy) Ordinance Data Access Request Form" (Form Number: EDB56) on the following website:

https://www.edb.gov.hk/tc/public-admin/public-forms/about-public-forms/EDB56_20200519133155.html

(4) Applicant's parent / guardian shall submit the application form together with the required documents:

- Child's Hong Kong Birth Certificate / Hong Kong Identity Card / valid proof of identity;
- Child's parent / guardian's proof of identity; and
- Child's address proof.

Applicant's parent / guardian could submit Child's assessment report/medical certificate / referral letter if available.