



WAH YAN COLLEGE, HONG KONG.
LAST SCHOOL DAY CIRCULAR 2009 - 2010

1. Please note that all items left behind in your cabinets or lockers will be cleared away and given to those in need or charity organization/s.
2. School will reopen on Wednesday, 1st September 2010 **at 8:30 a.m.** Full summer school uniform should be worn and students should be checking in as usual at the Entrance Lobby.
3. Tong-fai and air-conditioning fee should be paid to your form-teacher on Wednesday, 1st September with a crossed cheque made payable to 'Wah Yan College, Hong Kong'. The amount to be paid will be announced later.
4. During the summer vacation the campus will be open from 8:00 a.m. to 6:00 p.m. (no entries after 5:00 p.m.). Students coming back for activities are required to sign in/out.
5. During the summer vacation, the Office will be open from 9:00 a.m. to 4:00 p.m. from Monday to Friday (lunch break 12:30 – 2:00 p.m.) – however please stay tune for the latest campus arrangements from the Intranet and the announcements on site.
6. Students leaving Wah Yan should inform the College in writing as soon as possible. It is reminded that two working weeks are needed to prepare the necessary documents.
7. **Students must register by giving their 'place reservation form' signed by their parents to the form-teachers. Students, except those with pending status, who do not register with form-teacher on 15th July (by 12:30 p.m.) will be considered as giving up their places for the academic year 2010-11. Their places WILL BE allocated to other candidates.**
8. **Any registered students who do not present themselves in class on or before Friday, 3rd September, 2010 and without submitting formal WRITTEN excuse to the respective form-teachers in advance will also be considered as withdrawing from the College.**
9. **Those students in Form 1 to 3 with pending status should take the supplementary examinations on 19th (Monday) to 22nd July (Thursday) accordingly (details available from the school homepage <http://www.wahyan.edu.hk>). Form 4 to Form 6 who are failed must hand in their study plans to Mr. Martin Ho by 12:30 p.m. on 23rd July. The final status will be settled on 5th August (Thu).**
10. Students who wish to apply for financial assistance from the Student Financial Assistance Agency (SFAA) may access the webpage <http://www.sfaa.gov.hk/eng/schemes/fts.htm#2> for details.
11. Students who have signed up for summer activities should turn up punctually at the assembly points and report to the teacher(s)-in-charge.
12. Please note that there are some minor renovation works in the campus in the coming summer holiday – please be careful when you are back to the campus and do not enter the fenced off areas. Use of any venue during this period must have prior written endorsement from the concerned teacher advisor/s so that prior arrangement could be made, while a change of the booked venue might happen. Please note that ONLY the campus population will be served.

13. There will be a briefing session for intern training for F.4 gentlemen in the IHC at 9:30 a.m. on 17th July. All F.4 gentlemen intended to be enrolled must attend this session. Training hours will be counted as career-related experience in OLE record.
14. **Second hand textbook sale** is in the Conference Room from 9:00 a.m. to 12:00 noon. Students who provided the school library with books are asked to go to the conference room to get the remaining books and money collected on or before 16th July (Friday) 4:00 p.m.
15. A potluck gathering will be held at the School Hall of Wah Yan College Kowloon on 29th August 2010 (Sun) for all people who have contributed in making the celebration events so successful. All students are welcome to this joyful event which will start at 5:00 p.m. Students and teachers who would like to attend this celebration please inform Mr. Ivan Hau (侯加彬老師) by 15th August.
16. The Star 2009-10 is on sale today. Those who have pre-booked their copies should collect them from the counter set up in the Entrance Lobby from 9:00 a.m. to 12:00 noon. Please present your receipt and student I.D. upon collection. Purchase is welcome at just \$100 per copy. Hurry while stocks last!

Form 3 only

17. Since the student list of Form 4 (2010-11) will not be finalized until 28th July, 2010 (Wed), the elective subject allocations will not be finalized too at this moment. Please come back to the school office on 28th July, 2010 or access the webpage <http://office.wahyan.edu.hk> to check out your final subject allocations.
18. At the mean time, students promoted to Form 4 are allowed to change the options they filled in earlier. They can hand in their parent's letters (Attn.: Mr. Martin Ho) requesting for the changes to the school office before 3:00 p.m. on 19th July, 2010 (**Fax or e-mail is NOT accepted.**).

Form 4 only

19. Reports of SLP and OLE are distributed. Please check for any discrepancy found. Students can make appeals for their SLP by downloading the appeal form from the school website. Appeal items must be **typewritten** and the form should reach Mrs Lung via eclass imail **on or before 22nd July** (next Thursday). Some students who have not input their OLE data are advised to key in the information as soon as possible to maintain a comprehensive record for future reference. You may contact Mr. Mark Loh or Mr. S. O. Man for advice.

ENJOY YOUR SUMMER!

15th July, 2010.