



香港學界體育聯會

THE HONG KONG SCHOOLS SPORTS FEDERATION

香港九龍何文田迦密村街七號地下及二樓 G/F & 1/F, 7 Carmel Village Street, Homantin, Kowloon, Hong Kong. Website: [www.hkssf.org.hk](http://www.hkssf.org.hk)

**Head Office**

Room 203  
Tel: 2711 9182 Fax: 2761 9808  
E-mail: [hkssf@hkssf.org.hk](mailto:hkssf@hkssf.org.hk)

**HK Island & Kln Office**

Room 203  
Tel: 2711 9182 Fax: 2761 9808  
E-mail: [hkssrc@hkssf.org.hk](mailto:hkssrc@hkssf.org.hk)  
[hikps@hkssf.org.hk](mailto:hikps@hkssf.org.hk)

**External Office**

Room 201  
Tel: 2768 8212 Fax: 2768 4525  
E-mail: [external@hkssf.org.hk](mailto:external@hkssf.org.hk)

**N. T. Office**

Room 102  
Tel: 2711 2823 Fax: 2761 4821  
E-mail: [nts@hkssf.org.hk](mailto:nts@hkssf.org.hk)  
[ntpsac@hkssf.org.hk](mailto:ntpsac@hkssf.org.hk)

## **Application for Membership to the Hong Kong Schools Sports Federation**

1. Schools are required to submit a completed **School Membership Application form (Primary section / Secondary section)** together with **a copy of School Registration Certificate from EDB** and return to the Federation by email: [hkssf@hkssf.org.hk](mailto:hkssf@hkssf.org.hk).
2. All information requested must be completed in full to avoid any delays in processing the application. Schools will be notified with the application result within 5 working days after submission.
3. Successful member schools are required to pay the membership fee of HK\$100 and annual subscription fee of HK\$300 before deadline of the competition entry or within 14 days from the date of the letter, whichever occurs earlier.
4. All inter-school sports competitions in the current season will be opened for enrollment after the payments of membership fee and annual subscription fee have been made.
5. The Federation will then provide the login name and password of the Student Athletes Online Registration (STAR) System to Member Schools for student registration. Schools will be notified with the collection of student registration card within 4 working days after the day of submission for normal application and 1 working day for urgent application.
6. Students must present **PHYSICAL Student Registration Card** in order to participate in the inter-school sports competitions.
7. For further enquiries, please contact Ms Amy Wong, Office Administrator at 2711 9182.



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## 學校入會申請須知

1. 請填妥新會員學校入會申請書(小學/中學)並連同教育局學校註冊證明書副本電郵至 [hkssf@hkssf.org.hk](mailto:hkssf@hkssf.org.hk) 提出申請。

\*註：中、小學為兩個註冊單位。

2. 請確保填妥申請書內各部分所需資料及正確無誤，以免延誤審批工作，聯會將於學校呈交申請後五個工作天內完成審批。
3. 合資格學校將獲發通知函繳交入會費及會員學校年費，學校必須於賽事報名截止前或收到通知函後十四天內繳交入會費 HK\$100 及會員學校年費 HK\$300 (以日期較早為準)。
4. 學校繳交入會費及年費後將正式成為會員學校，聯會方可接納會員學校參加該年度之各項校際比賽及為學生註冊。
5. 會員學校隨後將收到登入「學生運動員註冊系統」之賬戶密碼，屆時會員學校可登入系統辦理學生註冊事宜，一般申請需時 4 個工作天，快證申請需時 1 個工作天。
6. 參賽學生必須於比賽當日出示實體的學生運動員註冊證方可出賽。
7. 如有查詢，請致電 2711 9182 與行政主任黃女士聯絡。