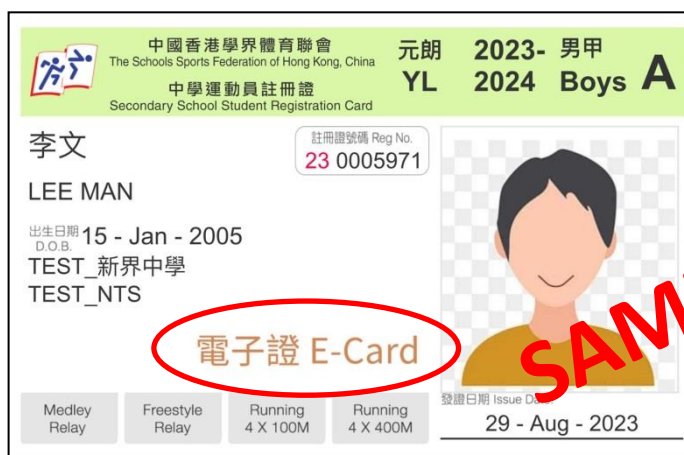


Notes on Using Electronic Registration Card

Only applicable to secondary schools

- 1 Starting from 2023 – 2024 season, schools are allowed to use electronic registration card (e-card) as a form of valid student registration card in all secondary school competitions (e.g. inter-school competitions, All HK competitions and Jing Ying Tournaments) and activities (e.g. selection for Schools Representative Teams).
- 2 School can still choose to present physical student registration card (physical card) for participation in 2023 – 2024 HKSSF competitions and activities.
- 3 E-card and physical card can be used parallelly at the same competition or activity.
- 4 Ensure the “HKSSF” Mobile App is updated to the latest version before using e-card.
- 5 School will receive a collection notice issued by HKSSF once student registrations have been approved. School can then use the e-card immediately and/or send representative to HKSSF office for collection of physical card.
- 6 HKSSF accepts the use of e-card in the following ways:
 - 6.1 Present e-card through Teacher Account in the “HKSSF” Mobile App;
 - 6.2 Present e-card through Electronic Verification Account in the “HKSSF” Mobile App after scanning a QR code (converted by using Teacher Account) ;
 - 6.3 Screenshot of e-card with mark of “電子證 E-Card”.



- 7 Schools have the responsibility to ensure those who use e-card screenshots to properly keep the relevant files to prevent leakage of students’ personal information, and remove any screenshots that are no longer needed.
- 8 Schools are required to settle all registration fees regardless of whether the school decides to collect the physical card or not. Debit note will be issued by HKSSF as appropriate.
- 9 For further information, please refer to “Student Athletes Registration System - User Manual (Version 1.4, P.36 – 48)” or view the tutorial video to be uploaded on HKSSF website later.

Date: 30 August 2023