## School enrolment and Exam procedures

	Enrolment and Fee				
	<ol> <li>Fill in the enrolment form at the back of this page, or download it at <u>https://www.oupchina.com.hk/en/dse-mockexam</u>.</li> <li>Submit the completed form and the enrolment fee to the Press in person or by mail on or before 23 October 2017.</li> </ol>				
From now until 23 October 2017	<ul> <li>Oxford University Press</li> <li>39th Floor, One Kowloon,</li> <li>1 Wang Yuen Street,</li> <li>Kowloon Bay, Hong Kong</li> <li>A crossed cheque for payment of enrolment fee should be made payable to 'Oxford University Press (China) Ltd'. Please also specify the student's name, the contact number and the name of school at the back of the cheque. Please write 'Enrolment fee for OUP HKDSE English Language Mock Exams' on the envelope.</li> </ul>				
One week after enrolment ends	<ol> <li>Schools/students which have enrolled successfully will receive a confirmation email.</li> <li>Places are limited and are available on a first come, first served basis. If one of the sessions is full, students will be asked to attend another session. If all places are taken, students will not be able to sit the Mock Exams. The enrolment fee will be refunded in full within a month.</li> </ol>				
By 6 November 2017	<ul> <li>Distribution of admission forms</li> <li>Participating students will receive their admission form via their school. (Admission forms will be sent to students who enrol individually by post.)</li> <li>Students are advised to bring their admission forms for inspection on the day of the Mock Exams.</li> <li>If students do not receive the admission forms by 6 November 2017, they need to inform the school or contact the Press.</li> </ul>				
11 November 2017	Oxford University Press HKDSE English Language Mock Exams				
End of December 2017	<b>Exam report</b> Participating students will receive the marked exam papers, exam results and report.				
End of January 2018	<ul> <li>School-based exam analysis</li> <li>Schools will receive their ranking and a detailed analysis on their students' performance.</li> <li>Exam analysis video</li> <li>Students will receive an email to get access to the exam analysis video online.</li> </ul>				

In any case of dispute, the decision of Oxford University Press shall be final.

## **Enrolment form**

Please send the completed enrolment form and the enrolment fee to the Press. Closing date for enrolment: 23 October 2017

School name

Contact teacher \_\_\_\_\_

Contact number \_\_\_\_\_

	Name of student	HKID card	Date of birth	Contact number	Email address	Choose session (Please tick one only.)	
	(as on HKID card)	number*	(DD/MM/YY)			a.m.	p.m.
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This enrolment form is photocopiable and can be downloaded at <u>https://www.oupchina.com.hk/en/dse-mockexam</u>. \* Please provide the alphabetic prefix and the first three digits of your HKID card number.



## **Confidentiality statement**

All the information provided in the enrolment form will be treated in the strictest confidence, and will be used only by Oxford University Press (China) Limited for administration/marketing purposes.

## Don't miss this opportunity to test yourself under exam conditions! **Practice makes perfect!**

