敬啓者：

中四級英文科校本評核

貴子弟須於 2008 年 5 月 21/23/26/28 日下午三時十分開始留校，按任教老師指示參加本校中四級英文科校本評核，考試預計於當天下午四時十分全部完成。

請 閣下循委以下回條以示知悉有關安排，回條須由 貴子弟於 2008 年 5 月 9 日或之前轉交其英文科老師。此 外，我們亦希望 閣下能協助提省並督 促 貴子弟於上述時間準時參加考試。

如有任何查詢，請致電 2577-5778，與黎惠敏老師聯絡。

此致

貴家長

中華基督教會公理高中書院
夏校長劉婉容啓

二零零八年五月十三日

回條

敬覆者：

貴校 2008 年 5 月 13 日來函已收，本人知悉 貴校中四級英文科校本評核之安排，並會督促子女準時參加評核。

此覆

中華基督教會公理高中書院校長

家長簽署：____________________
家長姓名：____________________
學生姓名：____________________
班別：________ 學號：_______
13 May 2008

Dear parents,

**S4 English School-based Assessment (SBA)**

(Ref.: 172/c1a)

We are writing to inform you that your child will have to stay after school on 21/23/28/30 – 5 – 2008 for the English School-based Assessment (SBA). The assessment will start from 3:10pm and will end at about 4:30pm.

Please kindly sign and return the Reply Slip attached below to the English teacher concerned on or before 16/5/2008. Please remind your child to prepare for the assessment and attend the assessment on time.

Should you have any enquiries, please feel free to contact Ms. Norris Lai or the English teacher concerned at 2577-5778.

Thank you for your kind attention.

Yours sincerely,

Mrs. Ha Lau Yuen Yung, Principal

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**Reply Slip**

To: CCC Kung Lee College

I have received the notice sent on 13/5/2008 and I understand that my child will have to stay after school for the English School-based Assessment according to the arrangement.

Thank you for your information.

Signature of parent / guardian: 

Name of parent / guardian: 

Name of the student: 

Class: _____ Class No.: _____