



2017-2018 年度全港學界精英乒乓球比賽(中學組)
All Hong Kong Schools Jing Ying Table Tennis Tournament 2017-2018
(Secondary Schools Section)

To : Principals of All Member Secondary Schools

Date : 7th August 2017

E-Application Procedure

A. Application

1. Go to **www.hkssf.org.hk** → **【Jing Ying, Interport and Overseas Competitions】** → **【Jing Ying Tournaments】** → **【Table Tennis】**
Download **【Entry Form】** (Excel Format)
2. Open the downloaded file and fill in all the information
3. Save the file as **'JYTT_Sec_School Abbreviation'** and send to **external@hkssf.org.hk** in EXCEL FORMAT.
4. Print out the entry form with Principal's Signature and School Chop. Completed entry form should be posted back before the deadline of entries with the entry fee (with a crossed cheque payable to **"The Hong Kong Schools Sports Federation"**) to :
 - ▮ Hong Kong Schools Sports Federation (External Office)
Room 201, 7 Carmel Village Street, Homantin, Kowloon
Jing Ying Table Tennis (Sec)-Entry Form ▮
5. **Deadline of Entries: 8th September 2017 (Friday)**
No entry will be entertained after the deadline of entries.
6. All participating schools should confirm received of their entries and cheque by calling at 2768 8212 two working days after posting. HKSSF would not be liable to any missing mail.

B. Confirmation of Entries

Accepted entries will be uploaded to the website of the HKSSF (www.hkssf.org.hk) on 12th September for checking. Schools should check the Participating List carefully to ensure all entries are included and the names of competitors are correct. Discrepancies must be reported to the Federation on or before 13th September 2017 at 12:00 noon.

C. Student Athletes Online Registration System

With effect from 2017-2018 season, The Hong Kong Schools Sports Federation will launch a new Student Athletes Online Registration System. The new System will substitute the existing paper registration, which assists teachers to register student athletes in an effective and timely manner, and prevent typos/repeat registration. Details please refer to the HKSSF website "Student Athletes Online Registration System."

For enquiries, please contact our Staff at 2768 8212.

Tina Au
Senior Sports Executive