

## **轉班規則**

語文班的學生想要轉班必須取得註冊組及教務組批准。同年級轉班必須由教務副校長批准。所有語文班或文化班申請轉班的學生必須在每學年開學後兩週內辦理。凡要求轉班,每次必須繳交\$20 手續費。

## **Class Transfer Policy**

Students are responsible for obtaining transfer approval from the Instruction and Registration Department if he or she wants to transfer to another class. Transferring to another class in the same grade of the same language program requires the approval of the Vice Principal of Instruction. All class transfers (either language or cultural) must be requested by the first two weeks of each school year. There is a \$20 processing fee for each class transfer.

## **跳級或插班考試規則**

博愛跳級的學生或校外插班生都必須接受考試測驗。學生所要跳或要插班的年級不可以超越其日校就讀的年級。請提供日校的班級文件。

特別條例：博愛的學生若需要參加跳級考試，必須要有博愛現任班級教師的推薦和博愛教務組的同意。

跳級或插班考試必須繳交\$20 手續費(不退費)。如果學生錯過了考試日期, 不允許補考。

## **Placement Test Policy**

Non BCS students/BCS student are required to take an oral and written examination when transferring from a lower grade level to a higher grade level, or from one language program to another. Students may not request to skip a grade level that is higher than their current day school level. You must provide a day school grade document

Exceptions: BCS student must have a recommendation from their current BCS teacher as well as the approval of the BCS Academic Committee

There is a non-refundable \$20 fee for each placement test application. No make-up exam will be given if the student misses the test.