

Eligibility	<ul style="list-style-type: none"> <li>● Junior primary students who do not know how to swim or are not able to swim for 15 meters unaided</li> <li>● <b>Born in 2016 and have never participated in the Project</b></li> </ul>
Objectives	<ul style="list-style-type: none"> <li>● To provide participants with a free 20-lesson swimming course (20 hours in total), so they will be able to swim 15 – 25 meters unaided</li> <li>● To help participants learn swimming at an early age as an essential survival skill and cultivate their positive attitude, confidence and social skills</li> <li>● To provide equal opportunity for children from low-income families to learn swimming</li> </ul>
Quota	<ul style="list-style-type: none"> <li>● 2,100 participants <ul style="list-style-type: none"> <li>➢ In case of over-subscription, quotas will be allocated by drawing lots. Priority in the drawing lots will be given to: <ul style="list-style-type: none"> <li>- 1<sup>st</sup> Priority: Recipients of Comprehensive Social Security Assistance ("CSSA");</li> <li>- 2<sup>nd</sup> Priority: Recipients of Full-grant of School Textbook Assistance Scheme ("TA");</li> <li>- 3<sup>rd</sup> Priority: Recipients of Half-grant of TA;</li> </ul> </li> <li>➢ If quotas are still available after allocation to the above applicants with priority admission, the remaining quotas will be allocated by drawing lots.</li> </ul> </li> </ul>
Charge	<ul style="list-style-type: none"> <li>● Free of charge</li> </ul>
Class Period	<ul style="list-style-type: none"> <li>● 1 September 2023 – 30 April 2024</li> </ul>
Rewards	<ul style="list-style-type: none"> <li>● Participants with an attendance rate of 80% or above (i.e. 16 out of 20 lessons) are entitled to: <ul style="list-style-type: none"> <li>➢ receive a digital certificate; and</li> <li>➢ enroll in the "Little Swimmer - Fun Experience" <ul style="list-style-type: none"> <li>- Participants are also required to successfully complete the designated water challenges in the swimming assessment and the "Little Summer – Online Classroom" activities</li> </ul> </li> </ul> </li> </ul>
Application Procedures	<ul style="list-style-type: none"> <li>● Apply online through the website of <b>Learn to Swim@JC</b> (<a href="https://www.jc-learntoswim.hk/en/">https://www.jc-learntoswim.hk/en/</a>), or submit the application form to the <b>Learn to Swim@JC</b> Office in person or by post.</li> <li>● Please submit the completed application form together with the relevant documents of the participant to the Office of <b>Learn to Swim@JC</b> if you submit in person or by post: <ul style="list-style-type: none"> <li>➢ One recent colour photo, with plain background, size: 40mm(W) x 50mm(H) taken with full face without headwear; and</li> <li>➢ The photocopy of Birth Certificate <ul style="list-style-type: none"> <li>- HKID Card or HK Birth Certificate or Passport;</li> <li>- The document must clearly indicate birth year of the participant as <b>2016</b>); and/ or</li> </ul> </li> <li>➢ <b>(If applicable, for CSSA recipients)</b>, please submit the photocopy of the "Certificate of CSSA Recipients (for Medical Waivers)" issued by the Social Welfare Department (Document should show that the validity period of receiving CSSA falls on 4 July 2023 or thereafter); or</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>➤ <b>(If applicable, for TA [Full-grant or Half-grant] recipients),</b> please submit the photocopy of the “Household Application for Student Financial Assistance Schemes for the 2022/23 school year - Notification of Result” issued by the Student Finance Office (Document should show that the approved assistance period is 2022/23 academic year).</li> </ul>
Deadline	<ul style="list-style-type: none"> <li>● 4 July 2023 (Tuesday), according to postmark date</li> </ul>
Results Announcement	<ul style="list-style-type: none"> <li>● 13 July 2023 (Thursday)</li> <li>➤ The results of admission will be announced on the website</li> </ul>
Remarks	<ul style="list-style-type: none"> <li>● Applicants should be aware of their health condition and consider whether it is suitable for them to participate in <b>Learn to Swim@JC</b>. In any case of doubt, please consult a doctor prior to the enrolment of <b>Learn to Swim@JC</b>.</li> <li>● Each applicant can only submit one application (including online, by post and in-person application).</li> <li>● Each eligible participant shall only participate in <b>Learn to Swim@JC</b> once. In case of violation, duplicate applications will be rejected or cancelled immediately without prior notice.</li> <li>● Incomplete application including no signatures or missing photocopy of required documents will not be proceeded.</li> <li>● Status of CSSA or TA [Full-grant or Half-grant] recipients <b>WILL NOT</b> be recognized if supporting documents cannot be provided. <ul style="list-style-type: none"> <li>➤ The application will still be proceeded if all of the other documents of the applicant are duly provided (e.g. Photos and birth certificate); however priority in the drawing lots <b>WILL NOT</b> be given.</li> </ul> </li> <li>● Please make sure that all mail items bear sufficient postage if you submit the application by post. No underpaid mail items will be accepted and such items will be handled by the Hongkong Post.</li> <li>● Participants are required to comply with the anti-pandemic measures and arrangements implemented by <b>Learn to Swim@JC</b>. Changes to existing arrangements may occur in light of new pandemic measures and government directives, the Project reserves the rights to make a final decision. Please refer to the website of <b>Learn to Swim@JC</b> for updates. Thank you for your understanding.</li> <li>● <b>Learn to Swim@JC</b> reserves the right to modify any information at any time without notice; and the right of final interpretation, decision and modification of all relevant courses, activities, and public information.</li> </ul>
Tel Numbers	<ul style="list-style-type: none"> <li>● (852) 2335 0662</li> </ul>
Fax Number	<ul style="list-style-type: none"> <li>● (852) 2335 0200</li> </ul>
Address	<ul style="list-style-type: none"> <li>● Unit I, 9/F, MG Tower, 133 Hoi Bun Road, Kwun Tong, Kowloon</li> </ul>
Office Hour	<ul style="list-style-type: none"> <li>● Monday-Friday: 10:00am-12:00noon, 1:00pm-5:00pm</li> <li>● Closed on Saturday, Sunday and Public Holidays</li> </ul>
E-mail	<ul style="list-style-type: none"> <li>● info.learntoswim@hkgswimming.org.hk</li> </ul>
Website	<ul style="list-style-type: none"> <li>● <a href="https://www.jc-learntoswim.hk/en/">https://www.jc-learntoswim.hk/en/</a></li> </ul>

<b>For Learn to Swim@JC Office</b>	<b>App. No.: JC-3</b>
Received by and Date: _____ <input type="checkbox"/> <b>By post</b> <input type="checkbox"/> <b>In person</b> Entry by & Date: _____	
<input type="checkbox"/> <b>Completed</b> <input type="checkbox"/> <b>Missing</b> : Photo/ ID/ CSSA/ TA (Full/ Half)/ Sign Follow-up by and Date: _____	
Checked by and Date: _____ (If ineligible, Reason: _____)	

Complete all parts in BLOCK LETTERS and in Blue/Black Pen, and use "✓" in appropriate boxes .

**Part I: Personal Particulars (\*Mandatory)**  
 (Applicant's name and date of birth must be same as those which appear on the applicant's HKID Card or HK Birth Certificate or Passport)

*Surname	_____		<b>40mm(W) x 50mm(H)</b> <b>Photo</b> (Photo should be in plain background and taken with full face without headwear)  <u>Please stick your photo</u> <u>HERE</u>
*Given Name	_____		
Chinese Name (If any)		*Gender <input type="checkbox"/> M <input type="checkbox"/> F	
*Date of Birth (Must be born in <b>2016</b> )	M: _____ D: _____	*Residential District	
* <b>HK</b> Mobile No. (For receiving notification SMS)	(852)	*Type of Birth Certificate	*No. of Birth Certificate First 5 prefix and/or digits (e.g. A1234/ AA123/ 12345)
		<input type="checkbox"/> HKID Card	
		<input type="checkbox"/> HK Birth Certificate	
		<input type="checkbox"/> Passport or others	
*Email Address (For receiving notification email)	_____		
* <b>HK</b> Postal Address	(Successful applicants will receive swim gear by courier sent to this address. Please ensure a correct address is provided.)		
	_____		

\*Have you been receiving the "Comprehensive Social Security Assistance" ("CSSA")?  
 YES  NO  
 Remarks :  
 (1) If YES, please submit your application with the photocopy of the "**Certificate of CSSA Recipients (for Medical Waivers)**" issued by the Social Welfare Department (Document should show that the validity period of receiving CSSA falls on 4 July 2023 or thereafter).  
 (2) **CSSA receipts will have 1<sup>st</sup> priority in the drawing lots**, status of CSSA recipient **will not** be recognized if supporting documents cannot be provided.

\*Have you been receiving the "School Textbook Assistance Scheme" ("TA")?  
 YES (FULL Grant)  YES (HALF Grant)  NO  
 Remarks :  
 (1) If YES, please submit your application with the photocopy of the "**Household Application for Student Financial Assistance Schemes for the 2022/23 school year - Notification of Result**" issued by the Student Finance Office (Document should show that the approved assistance period is 2022/23 academic year).  
 (2) **TA (FULL Grant) recipients will have 2<sup>nd</sup> priority in the drawing lots; TA (HALF Grant) recipients will have 3<sup>rd</sup> priority in the drawing lots**, status of TA recipients **will not** be recognized if supporting documents cannot be provided.

*Swimsuit Size (Successful applicants will receive a set of swim gear for free)	<i>The swimming classes will run from <b>1 Sept 2023 – 30 April 2024</b>, all successful applicants <b>must wear</b> the swim gear provided by <b>Learn to Swim@JC</b> during the lessons. <b>No return or exchange will be accepted</b>, please cross check and choose the appropriate size.</i>		
	<input type="checkbox"/> Size 120 (For height 115-124cm)	<input type="checkbox"/> Size 130 (For height 125-134cm)	<input type="checkbox"/> Size 140 (For height 135-144cm)
*Are you completely unable to swim for 15 meters unaided? (Only applicants who <b>DO NOT know how to swim or unable to swim for 15 meters unaided</b> are eligible for joining <b>Learn to Swim@JC</b> )		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you ever participated in any paid swimming classes? (For research purposes only)		<input type="checkbox"/> Yes	<input type="checkbox"/> No
How did you hear about <b>Learn to Swim@JC</b> ? (For research purposes only, allow multiple options)			
<input type="checkbox"/> Facebook	<input type="checkbox"/> School	<input type="checkbox"/> Friends/ relatives	<input type="checkbox"/> Online display banner
<input type="checkbox"/> Instagram	<input type="checkbox"/> Search engine	<input type="checkbox"/> Mobile App	<input type="checkbox"/> Online forums
<input type="checkbox"/> Newspaper (Please specify)	<input type="checkbox"/> Community Centre (Please specify)	<input type="checkbox"/> Swimming club (Please specify)	<input type="checkbox"/> Others (Please specify)
( _____ ) ( _____ ) ( _____ ) ( _____ )			
<b>Part II: Parent/ Guardian Particulars (*Mandatory)</b>			
*Full name of Parent/ Guardian (Surname/ First name)		*Relationship with applicant	
*Emergency Contact Number		Daytime Tel. Number	
<b>Part III: Personal Information Collection Statement</b>			
<p>This Statement concerns this Entity's processing of personal data for the purpose of organizing activities. This Statement is made by <b>Learn to Swim@JC</b> (collectively "we", "our" or "us"), in accordance with the Personal Data (Privacy) Ordinance (Cap. 486) of the Laws of Hong Kong Special Administrative Region (<b>the PDPO</b>). This Statement intends to notify you why your personal data is collected, how it will be used, to whom the personal data will be transferred and to whom data access requests are to be addressed.</p> <p>"Personal Information" means any personally identifying information or data (such as names, birthday, gender, Number of HKID Card or HK Birth Certificate or Passport, Address, email address, contact number, district, swimsuit size, whether you have CSSA or TA) from which it is practicable for the identity of an individual to be ascertained.</p> <p><b>Manner of Collection</b> We primarily collect personal information directly by application forms. We may also collect information regarding your internet protocol address, browser type, domain name and access time.</p> <p><b>Purposes for which we will use your personal data</b> We collect your personal data when you submit your application for <b>Learn to Swim@JC</b>. As participants are required to be under the age of 18, you must ask your parents or guardian before providing any personal data to us. We will indicate in the relevant forms or applications if the required personal data is for obligatory or voluntary purposes. If you would like us to process your application request, you <b>MUST</b> provide all required personal data (marked 'mandatory' on the application form) to us. It is entirely voluntary for you to provide personal data which is not marked as 'mandatory' in the application form.</p> <p>All collected personal data will be used for the following purposes:            (1) To verify your personal identity and eligibility for <b>Learn to Swim@JC</b>            (2) To plan and arrange collection of <b>Learn to Swim@JC</b> materials            (3) To provide you with <b>Learn to Swim@JC</b> information, notices and other information            (4) Internal statistical research and analysis</p> <p><b>Transfer of Your Personal Data</b> Personal data held by us will be kept confidential but we may disclose/transfer such data to the following parties for the purposes set out in this Statement:            (1) Authorized third-party service providers and related personnel who are responsible in management of our website and            (2) Any person to whom we are under an obligation under law to make disclosure.</p>			

<p><b>Personal Data Security</b> We strive at all times to ensure that your personal data will be protected against unauthorized or accidental access, processing, erasure or other use. We have implemented appropriate physical, electronic and managerial measures to safeguard and secure your personal data.</p> <p><b>Retention of Data</b> We will keep your personal data for a reasonable time to fulfill the purpose for which the data was collected or comply with the relevant rules, regulations and laws of Hong Kong. Personal data which is no longer required will be destroyed.</p> <p><b>Data Access/Correction Requests</b> Under the PDPO, any individual has the right to request access to and correction of his or her personal data held by us. In accordance with the terms of the PDPO, <b>Learn to Swim@JC</b> Office has the right to charge a reasonable fee for the processing of any data access request. If you wish to access or correct your personal data held by us, please send your request to: <b>Learn to Swim@JC</b> Unit I, 9/F, MG Tower, 133 Hoi Bun Road, Kwun Tong, Kowloon (Marked 'Confidential') or by e-mail: info.learntoswim@hkgswimming.org.hk Note: This personal information collection statement is subject to change. Any changes will be posted on website.</p>			
<p><b>Part IV: Declaration of Responsibility</b></p>			
<p>(1) I, / Parent or Guardian of the applicant participating in <b>Learn to Swim@JC</b> (if applicable) and my child confirm that we are physically fit and capable of participating in <b>Learn to Swim@JC</b>, and irrevocably discharges and hold harmless of <b>Learn to Swim@JC</b> from any claim or responsibility for personal injury, death, loss of whatever nature due to the failure to comply with the instructions from coaches or personal negligence.</p> <p>(2) I, / Parent or Guardian of the applicant participating in <b>Learn to Swim@JC</b> (if applicable) and my child acknowledge that <b>Learn to Swim@JC</b> does not encourage any person to bring any valuable items to attend any activities of <b>Learn to Swim@JC</b>, and in case of any property loss, <b>Learn to Swim@JC</b> will not be held responsible.</p> <p>(3) I, / Parent or Guardian of the applicant participating in <b>Learn to Swim@JC</b> (if applicable) and my child hereby authorized <b>Learn to Swim@JC</b>, its agents and the venue sponsor to photograph/ record me/us during the classes or any activities and use any photograph, video or any other forms of record of me/ us for any lawful purposes, including commercial advertising, without making any payment or compensation to me/ us.</p> <p>(4) I, / Parent or Guardian of the applicant participating in <b>Learn to Swim@JC</b> (if applicable) and my child agree and promise to comply with Terms and Conditions of <b>Learn to Swim@JC</b>, including but not limited to anti-pandemic measures and arrangements by <b>Learn to Swim@JC</b>; and also acknowledge that Changes to existing arrangements may occur in light of new pandemic measures and government directives. <b>Learn to Swim@JC</b> reserves the rights to make a final decision.</p> <p>(5) I, / Parent or Guardian of the applicant participating in <b>Learn to Swim@JC</b> (if applicable) and my child acknowledge that <b>Learn to Swim@JC</b> reserves the right to modify any information at any time without notice; and the right of final interpretation, decision and modification of all relevant courses, activities, and public information.</p>			
<p><b>Part V: Signature (*Mandatory)</b></p>			
<p>I hereby certify and acknowledge that the above information provided in Part I: Personal Particulars and Part II: Parent/Guardian's Particulars are true, complete and accurate. I understand the statements of Part III: Personal Information Collection Statement and Part IV: Declaration of Responsibility.</p>			
*Name of Parent/ Guardian		*Relationship with applicant	
*Signature of Parent/ Guardian		*Date	
<p><b>Please enclose the following items:</b></p>			
<input type="checkbox"/>	One recent colour photo, with plain background, size: 40mm(W) x 50mm(H) taken with full face without headwear; and		
<input type="checkbox"/>	The photocopy of Birth Certificate: HKID Card or HK Birth Certificate or Passport (the document must clearly indicate birth year of the participant as <b>2016</b> ); and/ or		
<input type="checkbox"/>	<b>If applicable</b>	<p><b>(For CSSA recipients)</b>, the photocopy of the "Certificate of CSSA Recipients (for Medical Waivers)" issued by the Social Welfare Department (Document should show that the validity period of receiving CSSA falls on 4 July 2023 or thereafter); or</p> <p><b>(For TA [Full-grant or Half-grant] recipients)</b>, the photocopy of the "Household Application for Student Financial Assistance Schemes for the 2022/23 school year - Notification of Result" issued by the Student Finance Office (Document should show that the approved assistance period is 2022/23 academic year).</p>	