



Ref : 22/11 in 5/SOA/3-1  
To : AYP User Unit Leaders  
From : Schools Operating Authority  
Tel. : 2729 1231  
Date : 24 August 2011

**Guidelines on General Operation in New School Year 2011/12**

On behalf of the Schools Operating Authority, I would like to extend my sincere thanks for your effort in the Award Scheme as the User Unit Leader(s) in your school for School Year 2010/11. Under the subvention and guidance of the Education Bureau, I am delighted to inform you that there are now 243 secondary schools with over 36,000 secondary students participating in the Award Scheme locally.

I would like to inform you that a circular "User Unit Annual Enrolment" with the Annual Enrolment Form has been sent to your principal. I should be grateful if you would discuss with your principal and submit the Form (downloaded at [http://www.soa.org.hk/New\\_Eng/form.htm](http://www.soa.org.hk/New_Eng/form.htm)) to our office by post or by fax (Fax No. 2725 1577) on or before 18 September 2011.

Under the Self Recommendation Scheme for admission to the local universities (JUPAS), outstanding achievements in extra-curricular activities are specially recognized. I am pleased to inform you that the Gold and Silver Award of the Hong Kong Award for Young People is listed at the third and fourth place respectively for consideration by 9 participating tertiary institutions.

Thank you very much for your kind attention. Should you have any query, please do not hesitate to contact the undersigned or Mr. Keith Ho at 2729 1231.

Yours sincerely,

Melody Ma  
Administration Officer  
Schools Section

Encl.