



Circular No.: P10/2025-2026

16 October 2025

**Application for the Loan of Mobile Computer Devices under
the Quality Education Fund e-Learning Funding Programme**

Dear Parents,

To support the implementation of e-learning in our school and ensure equal learning opportunities for needy students, our school will continue to participate in the Education Bureau's Quality Education Fund (QEF) e-Learning Funding Programme. Eligible students will be provided with mobile computer devices on a loan basis.

Eligibility Criteria (2025/26 School Year)

According to the Education Bureau's requirements, students meeting one of the following criteria are eligible for the programme:

1. Receiving the Comprehensive Social Security Assistance (CSSA) from the Social Welfare Department;
OR
2. Receiving **full grant** of the School Textbook Assistance Scheme (STAS) from the Student Finance Office.

Important Updates & Device Arrangements

- Students who have successfully applied for this programme in our school earlier do not need to reapply and may continue to use their assigned device.
- The mobile computer devices are expected to be distributed to students in early 2026.
- Device Type: Basic model Apple iPad will be procured this year.
- Allocation: The borrowed device may be a brand-new unit or another model of mobile computer device previously borrowed but remaining in good working condition. Students who already have a school-provided device that is still functioning properly will continue to use their current device.

Application Procedures

Step	Action	Deadline
1	Reply via Eclass	On or before 24 October 2025
2	Submit copies of supporting documents to the school office	On or before 24 October 2025

Failure to respond or submit documents before the deadline will be regarded as forfeiting the application.

Usage Guidelines for Students

1. The device is loaned for learning purpose only and students should not lend it to others.
2. Parents must assist students in properly safeguarding the device and comply with the school's Bring Your Own Device (BYOD) Acceptable Use Policy.
3. The device must be returned to the school upon graduation or withdrawal.
4. If the device is lost or damaged due to accident, the student must inform the school as soon as possible. Any costs related to compensation or repairment will be fully borne by the parents.

If you have any inquiries about this programme, or if you encounter financial difficulties but do not meet the application criteria, please contact Mr CHOY Wing Hong at 2578 5984.

Yours sincerely,



Mr YUEN Cheung Oi
Principal
St. Joan of Arc Secondary School



Be determined and confident. Do not be afraid of them. Your God, the Lord himself, will be with you. He will not fail you or abandon you. (Deuteronomy 31:6)

Reply Slip

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Dear Principal,

I, the parent / guardian of _____ (student's name) (Class: _____ No: _____),
acknowledge the receipt of the circular,

- ☐ I **will** apply for the Loan of Mobile Computer Devices under the Quality Education Fund e-Learning Funding Programme
- ☐ I **will not** apply for the Loan of Mobile Computer Devices under the Quality Education Fund e-Learning Funding Programme

Signature of Parent/Guardian: _____

Name of Parent/Guardian: _____

Date: _____