

EDUCATION BUREAU CIRCULAR MEMORANDUM NO. 115/2023

From : Secretary for Education

Ref : (25) in EDB/LTQ/PRO/19/7/1

Date : 7 September 2023

To : Heads of All Primary and Secondary

Schools (except ESF schools and international schools)

- for necessary action

Administrative Arrangements for Applications related to Language Proficiency Requirement (LPR) for Teachers of English / Putonghua:

- (i) **Entry for the Language Proficiency Assessment (LPA)¹ 2024;**
- (ii) **Application for Exemption from the LPR; and**
- (iii) **Application for the LPR Certificate of Merit and Attainment Certificate**

(Note: This circular memorandum should be read by supervisors / heads and teachers of all primary and secondary schools)

Summary

This circular memorandum provides information on LPR-related applications. The purpose of this circular memorandum is to announce the administrative arrangements for (i) entry for the LPA 2024; (ii) application for exemption from the LPR; and (iii) application for the LPR Certificate of Merit and Attainment Certificate. Related application forms can be downloaded from the Education Bureau (EDB) website (www.edb.gov.hk/lpr). Applicants should read relevant information on the above website before submitting an application.

Details

2. According to the LPR policy, all new / newly deployed teachers of English / Putonghua holding a regular post should at least have met the LPR in all the core language skills² before teaching the respective language subjects. They have to meet the LPR in Classroom Language Assessment (CLA) within the first year of their taking up the teaching duties. There are two channels to attain the LPR: (i) taking the LPA and / or (ii) applying for exemption from the LPR if they hold appropriate qualifications. Applicants who have fully attained the LPR or have attained an overall proficiency level of 4 or above can apply for the LPR Attainment Certificate or Certificate of Merit respectively.

Entry for the LPA 2024

3. **The LPA 2024 is open for application from 8 to 22 September 2023.** Applicants

¹ The assessment was formerly known as the Language Proficiency Assessment for Teachers (LPAT).

² For English, core language skills refer to the “Reading”, “Writing”, “Listening” and “Speaking” papers in the LPA (English Language). For Putonghua, core language skills refer to the “Listening & Recognition”, “Pinyin” and “Speaking” papers in the LPA (Putonghua).

who wish to sit for the LPA 2024 should submit their applications via the online registration system. Detailed information on the LPA will be available on the EDB website (www.edb.gov.hk/lpa) and Hong Kong Examinations and Assessment Authority (HKEAA) website (www.hkeaa.edu.hk). Upon the commencement of application, related application forms can also be downloaded on the aforesaid HKEAA website. For enquiries concerning the LPA arrangements, please contact the HKEAA at 3628 8860. For enquiries concerning the CLA, please contact the Language Teacher Qualifications (LTQ) Team, EDB at 2892 5783.

Application for Exemption from the LPR

4. Applications for exemption from the LPR are accepted all year round and processed in two batches. In the 2023/24 school year, applications submitted by **30 November 2023** will be processed in the first batch and submission by **31 May 2024** will be processed in the second batch. Related application forms and detailed information are available on the EDB website (www.edb.gov.hk/exemption). Provided that applicants submit all the necessary supporting documents / information with their applications, they will be informed of the results individually in about three months from the respective deadlines for submission.

Application for the LPR Certificate of Merit and Attainment Certificate

5. Applications for the LPR certificate are accepted all year round and processed in two batches. In the 2023/24 school year, applications submitted by **31 January 2024** will be processed in the first batch and submission by **28 June 2024** will be processed in the second batch. Related application forms and detailed information are available on the EDB website (www.edb.gov.hk/cert). Provided that applicants submit all the necessary supporting documents / information with the applications, they will receive the certificate collection notification by post in about three months from the respective deadlines for submission.

Enquiries

6. For enquiries, please contact the LTQ Team, EDB at 2892 5783.

Ms W P LEE
for Secretary for Education

c.c. Heads of Sections – for information