

Frequently-asked Questions on ‘One-off Submission’ of SBA Marks to the HKEAA in S6

1.	<p>What is meant by ‘One-off Submission’ of SBA marks?</p> <p>It means that instead of the current practice of submitting SBA marks separately in S5 and S6 to the HKEAA, the S5 and S6 SBA marks of all subjects with an SBA component are to be submitted in one go in S6 via a new online SBA system.</p>
2.	<p>What is the rationale behind the implementation of ‘One-off Submission’ of SBA marks?</p> <p>This can streamline the SBA mark submission process and save schools' efforts in handling the S5 submission. Schools will not need to promote students or re-assign teaching groups on the system when students enter S6.</p>
3.	<p>When will the ‘One-off Submission’ of SBA marks be implemented?</p> <p>The ‘One-off Submission’ of SBA marks will be implemented starting from the 2014 Examination. This means that the S5 and S6 SBA marks for the students sitting for the 2014 Examination will be submitted in one go to the HKEAA in S6. Schools will be informed of the detailed submission arrangements by the end of 2013.</p>
4.	<p>Will this change in submission arrangements affect how SBA is conducted in school?</p> <p>No, there is no change to the SBA requirements and how SBA is conducted in school. Schools are expected to conduct the SBA over the two years of S5 and S6 and continue to set their own internal schedule and deadlines for students to complete the SBA.</p>
5.	<p>How should schools handle the S5 SBA marks?</p> <p>Even though there is no need for schools to submit the S5 SBA marks to the HKEAA in S5, students should be well informed that they still need to complete the S5 SBA tasks on schedule. Schools should have proper internal procedures in place to ensure that the S5 SBA marks are kept in safe custody for future submission.</p>
6.	<p>Are there any provisions from the HKEAA to facilitate schools to store the S5 SBA marks in school?</p> <p>To facilitate schools to store the S5 SBA marks, the HKEAA will provide SBA mark sheet templates (in the format of MS Excel files) for teachers to input the SBA marks for internal record-keeping. For the 2014 Examination, the mark sheet templates will be provided to schools in March 2013. Schools will be informed of the detailed arrangements in due course.</p>
7.	<p>Will the HKEAA continue to provide support and feedback to schools in S5?</p> <p>The HKEAA will continue to provide support and feedback to schools in both S5 and S6 after the implementation of ‘One-off Submission’. In particular, feedback will be provided to schools each year based on the overall performance of the examination cohort. This will be useful guidance for schools to improve their SBA administration for subsequent cohorts. Timely feedback on the conduct of SBA will also be provided to schools by SBA district coordinators through group sharing, school visits, emails and telephone calls throughout the year.</p>
8.	<p>Will there be any changes to the SBA requirements for S6 transfer students and school repeaters?</p> <p>No. The SBA requirements for transfer students and school repeaters will remain unchanged as specified in the SBA Teachers’ Handbooks.</p>
9.	<p>When should schools submit applications for special consideration in SBA (e.g. for SEN students, for students with extended absence with legitimate reasons) for their students?</p> <p>The applications for special consideration should continue to be submitted on a yearly basis. That is, separate applications are to be submitted in S5 and S6, if necessary.</p>