

# 2025–26 Music Office School Music Workshops

FOR OFFICE USE ONLY

☐ H ☐ DJ

#SCHMW25-\_\_\_\_\_

## Application Form

Application Deadline **24 Oct 2025**

Please take note of the programme and application details of Workshop(s) before submission and send the completed application form via email or fax to the Activities and Promotion Section of the Music Office. Oversubscribed applications will be processed by ballot. Successful applicants will be informed and confirmed with the arrangements of the Workshop(s). Application received after the deadline will be placed on the waiting list.

Email [moschoolworkshop@lcsd.gov.hk](mailto:moschoolworkshop@lcsd.gov.hk)

Fax 3104 1352

Enquiries 2158 6467 / 3842 7776

Music Office reserves the right to change the programme and speakers

Please complete this form in BLOCK letters and tick ✓ in the appropriate box(es)



Facebook Page



Activity Details

## School Particulars

Name of School \_\_\_\_\_

☐ Primary school

☐ Secondary school

School Address \_\_\_\_\_

Tel. No. \_\_\_\_\_

Name of Teacher-in-charge \_\_\_\_\_

☐ Mr

☐ Ms

Tel. No. \_\_\_\_\_

Preferred Method(s) of Correspondence

☐ Fax

☐ Email

*correspondence will be sent via this email address*

Our school ☐ agrees ☐ disagrees

the Music Office to arrange photography / video / audio recording(s) of the Workshop for publicity purposes.

Our school ☐ agrees ☐ disagrees

to receive publicity information from the Music Office via the school address, fax number and email address provided.

## School Facilities

Our school will reserve the venue and equipment **45 minutes / 15 minutes (Zoom)** prior to the Workshop for technical check.

Venue ☐ School Hall ( \_\_\_\_\_ /F ; ☐ with ☐ without lift)

☐ Activity Room ( \_\_\_\_\_ /F ; ☐ with ☐ without lift)

☐ Others (Please specify) \_\_\_\_\_

☐ Online (Zoom)

## Equipment

☐ Computer with internet access

☐ Projector and Projection Screen

☐ PowerPoint remote control

☐ 3 Wireless microphones with disposable microphone cover

☐ Visualiser

☐ PA system connected to the computer and to support other bring-in electronic equipment

☐ Wi-Fi connection

☐ Piano

☐ HDMI cable and support HDMI connection to bring-in AV / electronic equipment

☐ 3.5mm aux cable and audio input (only applicable to **Digital music-making**)

## Music New Horizon

Please indicate your preference of choice by numbers ①–⑤

- ☐ Musical 101
 ☐ Digital music-making
 ☐ The Little Secrets of the Great Composers  
☐ A Cappella
 ☐ Music and Emotion

Suggested Date and Time 24 Nov 2025 to 31 Mar 2026	Class	No. of Students
<b>First Choice</b>		
/ / Mon / Tue / Wed / Thu / Fri ^ DD MM YY HH:MM HH:MM		
<b>Second Choice</b>		
/ / Mon / Tue / Wed / Thu / Fri ^ DD MM YY HH:MM HH:MM		

## I'm a Fine Music DJ

### Phase 1 : Off-campus Talk Into the world of Fine Music DJ

Please tick ✓ in the appropriate box

Date	Time	Venue	Target
<input type="checkbox"/> 10 Feb 2026 (Tue)	10:30am – 11:45am	Auditorium, Ko Shan Theatre New Wing	Primary
<input type="checkbox"/> 30 Mar 2026 (Mon)	2:30pm – 3:45pm	Theatre, Sai Wan Ho Civic Centre	Secondary and Primary

Class \_\_\_\_\_ No. of Participants \_\_\_\_\_ Students \_\_\_\_\_ Teaching Staff\* \_\_\_\_\_

\*Recommended teacher-to-student ratio: 1:15

### Phase 2 : Off-campus Workshop

**Fine Music DJ Training (Completion of Phase 1 is a prerequisite. Oversubscribed applications will be processed by ballot.)**

Please indicate your preference of choice by numbers ①–②

- ☐ 20 Jun 2026 (Sat), morning#
 ☐ 27 Jun 2026 (Sat), morning#

Our school would provide the below-listed information **by 31 Mar 2026**, submit the script and necessary revisions required according to the directions of the RTHK producers:

- Name and their respective classes of students nominated (max. 4 students)
- Details of the musical piece to be shared

【10-12 mins of classical music, excerpts are acceptable, the musical piece excerpt to be broadcasted must from a published CD.】

**#The schools will be notified of the exact event time 2 weeks before the event day.**

Photography, audio and video recording will be made during the event. Entry and presence of your school representatives on the event premises constitutes the consent of the participants to be photographed, filmed, and/or otherwise recorded and to the release, publication, exhibition, or reproduction of any and all recorded media of their appearance, voice, and name for any purposes whatsoever in perpetuity in connection with the Radio and Television Hong Kong (RTHK) and the Music Office (MO), including but not limited to archival, advertisement and event promotion, and the participants waive and release any claims they may have related to the use of recorded media of them at the event.

Signature of the School Principal \_\_\_\_\_ School Chop \_\_\_\_\_

Name of the School Principal \_\_\_\_\_ Date \_\_\_\_\_

(In BLOCK letters)

The personal data provided by means of this form will be used by the Music Office for processing your application and facilitating communication in relation to this event. Provision of data in this form is voluntary. If you do not provide sufficient information, we may not be able to process your application. You may make a personal data access and correction request as provided in Sections 18 & 22 of Part V and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. For access to and correction of personal data, please write to Activities and Promotion Section, Music Office, Rm 721, 7/F, Sha Tin Government Offices, 1 Sheung Wo Che Road, Shatin, New Territories