To: Permanent Secretary for Education
(Attn: Mr TAM Ho-lun)

Address: Science Education Section, Innovation Technology Education Division, EDB
Room E232, East Block, Education Bureau Kowloon Tong Education Services Centre, 19 Suffolk Road, Kowloon Tong, Kowloon

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[Please complete and return this report to the Science Education Section, Innovation Technology Education Division, EDB on or before 30 September 2026.]

"AI for Science Education" Funding Programme
Interim Report
on the Use of Funding
(2024/25 to 2025/26 s.y.)

1. As at 31 August 2026, our school has used the funding on the following items:

Expenditure Items (as at 31 August 2026)	**Expenditures ($)** (Please list the total expenditures for items (i) and (ii) separately.)
Item (i) ➢ **Arranging for science teachers to enrol in short courses (including seminars and workshops) related to AI-assisted teaching** • The number of teachers who enrolled in training course(s) is (0) • The number of training courses in which teacher(s) was/were enrolled is (0) ➢ **Information of the short courses taken** • Are the courses arranged for teachers organised by the course providers listed in the "Information of the training courses" section of Annex 2 in EDBCM No. 227/2024? [Link: https://www.edb.gov.hk/aiforsci] ☐ Yes ☐ No (Please specify the reason.) _____ _____	0
Item (ii) **Collaboration with tertiary institutions or related professional bodies to take forward support programmes related to AI-assisted teaching** • The number of support programmes launched is (0) (Remark: The funding amount for the support programme shall not exceed $50,000.)	0
Total:	0

2. As at 31 August 2026, the "AI for Science Education" funding

☐ has been fully spent.

☑ has an unspent balance of $ 100,000 .

(Please put a "✓" in the appropriate box.)

3. As at 31 August 2026, the progress of the items that our school is required to complete is as follows:

Items to be completed by school	Progress (as at 31 August 2026) (Please put a "✓" in the appropriate box)	
Develop at least two teaching examples or sets of resources with the application of AI in Science (S1-3)	☐ Completed	☑ In preparation
Conduct at least one open class or classroom demonstration with the use of AI-assisted teaching in Science (S1-3) (within or outside the school)	☐ Completed	☑ In preparation
Conduct at least one experience sharing session (within or outside the school)	☐ Completed	☑ In preparation

4. Declaration

This is to certify that:

- our school has observed the principles and ambit set out in EDBCM No. 227/2024, as well as the requirements of relevant guidelines, circulars and letters issued by EDB from time to time when using the relevant funding. All of the expenditure is in line with the principles and purposes of using the relevant funding, and in compliance with the financial management guidelines as well as circulars and guidelines on procurement procedures applicable to our school type;
- our school has kept a separate ledger account to properly record all the income and expenditure of the "AI for Science Education" Funding Programme. All expenditure items are supported with documentary proof. All the financial records and receipts have been handled in accordance with the accounting procedures and properly filed for auditing and inspection purposes by EDB;
- our school will submit the annual audited accounts (if applicable) to EDB within the prescribed period after the end of each school year, in which the total income and expenditure of the funding will be recorded. In case of any discrepancy between the actual unspent balance as stated in the annual audited accounts and the aforesaid balance, we will notify EDB as soon as possible for follow-up actions; and
- the information provided in this Report is true and accurate. We understand that EDB reserves the right to request documentary proof of the expenditure from schools for auditing and inspection purposes. We also understand our school is required to return any disbursed amounts that are not associated with the subsidised items of the "AI for Science Education" Funding Programme to EDB.

School Name : Hong Kong Teachers' Association Lee Heng Kwei Secondary School

Signature of Principal :

Name of Principal (Chinese) : 陳思慈

Name of Principal (English) : Tan Sze Chi

Date : 21 SEP 2026

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