Notes to the Licence
for the use or copying of HKCEE or HKALE Question Papers
by Schools

A. BACKGROUND

1. The Copyright law gives certain exclusive rights to copyright owners of printed works. Such rights include the right to copy the work. The Hong Kong Examinations and Assessment Authority (HKEAA) is the copyright owner of all the question papers of the Hong Kong Certificate of Education Examination (HKCEE) and Hong Kong Advanced Level Examination (HKALE).

2. These notes set out the terms and conditions of the licence for the use or copying of the HKCEE or HKALE question papers by schools for instruction purposes.

B. DEFINITIONS

In these notes:-

1. “Schools” means all secondary schools which are approved by the HKEAA to presents students to sit for the HKCEE or HKALE.

2. “Course” means a course of study provided by a school.

3. “Course pack” means a compilation of one or more excerpts from the past question papers of more than one examination subject which is intended to provide students with a compilation of materials designed to support the teaching of a course.

4. “Copying” means photocopying, printing, reproduction by electronic means or printing from an electronic copy.

5. “Academic year” means the 12-month period from 1 September to 31 August.

C. SCOPE

1. This licence applies to the use or copying of the HKCEE or HKALE past question papers by schools for instruction purposes.

2. This licence does not allow the production of course packs.

3. This licence allows a school to use or copy the HKCEE or HKALE past question papers in classroom teaching, including showing the past question papers on screen, or to use the past question papers for internal examinations or tests.

4. This licence allows the storage of the HKCEE or HKALE past question papers in the school’s intranet system or standalone personal computers for access by teachers.
5. Multiple copying of the HKCEE or HKALE past question papers is subject to the conditions stipulated in Section E of these notes.

6. Those who wish to use or copy the HKCEE or HKALE past question papers beyond the scope of these notes should contact the HKEAA for the grant of a separate permission.

D. GENERAL CONDITIONS

1. Students should purchase the HKCEE or HKALE past question paper publications produced by the HKEAA that are used by them on a regular basis. Copying under this licence should not be used to substitute the purchase of such publications.

2. Copying should be done on the initiative of a teacher or teachers working together as a group.

3. Every set of copies of work made under this licence should contain the following details on the front page or a covering sheet:

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This material has been copied under a licence issued by the HKEAA. You are not permitted to make any further copy of this work, or to make it available to others. It is important to understand and respect copyright.

4. At least once every academic year, teachers who made copies of the HKCEE or HKALE past question papers for distribution to students under this licence are obliged to draw attention to and explain to their students the content of the copyright notice specified in Clause D3 above.

E. MULTIPLECOPYING

1. Multiple copies of an excerpt may be made by or on behalf of a teacher giving a course.
2. Copies made under this licence are for the purpose of distribution to students for teaching, discussion or classroom use. Students may retain the copies for subsequent reference.

3. Copies of any excerpt should only be made and used for one course in a school.

4. The number of copies made should not exceed one copy per student in a course.

5. Copying of the HKCEE or HKALE past question paper publications is subject to the following conditions:

   (i) Not more than 25% of the total number of questions (including long, short or multiple choice questions) of a paper (English and Chinese versions of the same paper counted as one paper) of an examination subject for an examination year (rounded up to allow a complete question to be copied) may be copied for one course in any one academic year; and

   (ii) Copying must be made within the premises of a school.

F. LICENCE FEE

1. The licence fee for the use and copying of the past question papers (for all subjects) of HKALE and HKCEE by one school for an academic year is $800.

Hong Kong Examinations and Assessment Authority
June 2005