

# Registration Instructions



If you are interested in entering this competition, please send a completed registration form by 31st October 2025.

## @ Email

hkywa@ppp.com.hk

## ✉ By Post

PPP Company Ltd.

Unit 1005-1006, 10th Floor,  
Hua Qin International Building,  
No. 340 Queen's Road Central, Hong Kong

## Step-by-Step Guide

1. Download and open the "Registration Form" spreadsheet. (Attached to this email)
2. Complete the attached registration form using Microsoft Excel including your **School Name, Primary/Secondary, Teacher's Full Name, Teacher's Email Address, Teacher's Phone Number and School Address**. If you have more than one teacher submitting work in the different categories or groups please register separately. Please type in all necessary information to ensure 100% accuracy. Image below for reference.

	School Name	Primary/ Secondary	Teacher's Full Name	Teacher's E-mail Address	Teacher's Phone Number	School Address
Example	Hong Kong School	Primary	Mr. Daniel Tan	hkywa@ppp.com.hk	+85222019712	Unit 1005, 340 Queen's Road Central, Hong Kong
Type Details Here						

3. Attach the completed registration form and send by email to hkywa@ppp.com.hk by 31st October 2025 at the latest. Please only send from the registered email account or by post to Unit 1005-1006, 10th Floor, Hua Qin International Building, No. 340 Queen's Road Central, Hong Kong
4. Await a confirmation email to acknowledge successful registration. If you **do not receive a confirmation email within a week** of sending the registration form please email Anise Nasser at anise@ppp.com.hk
5. Ensure that all communication with hkywa@ppp.com.hk are only from your **registered school teacher's email**.

The HKYWA website provides details on the following information:

**HKYWA:** [www.hkywa.com](http://www.hkywa.com)

- Registration Details: [www.hkywa.com/for\\_teachers/registration](http://www.hkywa.com/for_teachers/registration)
- Categories & Groups: [www.hkywa.com/about-the-competition-award-categories](http://www.hkywa.com/about-the-competition-award-categories)
- Forms to download: [www.hkywa.com/for\\_teachers/downloadable-forms](http://www.hkywa.com/for_teachers/downloadable-forms)
- Word Limits: [www.hkywa.com/about-the-competition/word-limits](http://www.hkywa.com/about-the-competition/word-limits)
- Judging Criteria: [www.hkywa.com/judging-criteria](http://www.hkywa.com/judging-criteria)

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