## **Common Recruitment Examination (CRE) (June 2025)**

## **Frequently Asked Questions**

#### **About CRE results**

Q1 : How are the CRE results classified?

A1: Candidates' results in the Use of English (UE) and Use of Chinese (UC) papers are classified as Level 2, Level 1 or Fail, with Level 2 being the highest. Results in the Aptitude Test (AT) paper are classified as Pass or Fail. For the CREs held from December 2006 onwards, Level 2 and Level 1 results of the two language papers and Pass result of the AT paper are of permanent validity.

Q2 : What are the required levels of results in the two language papers for the application of different civil service posts at degree or professional level?

A2 : In general, applicants for <u>civil service posts at degree or professional level</u> are required to obtain either Level 2 or Level 1 in the UE and UC papers of the CRE for meeting the language proficiency requirements of the post concerned. Such requirements will be stipulated by individual recruiting departments / grades in the relevant recruitment advertisements. Applicants with Level 2 in the UE and UC papers will be considered as meeting the general language proficiency requirements of all degree or professional grades.

Q3 : If I intend to join the disciplined services grades, do I need to take the CRE?

A3: Some disciplined services grades, such as Police Inspector, offer different entry pay points to candidates according to their academic qualifications. Degree holders without the requisite CRE results may apply for these posts but will not be eligible for obtaining the pay points for degree entry. Therefore, it is advisable for degree holders who wish to join these grades to take the CRE.

Q4 : I have Level 2 or Level 1 in the UE and UC papers only. Is it a must for me to take the AT paper?

A4: Certain civil service posts at degree or professional level require Level 2 or Level 1 in the UE and UC papers only. If you wish to apply for civil service posts that also require a Pass in the AT paper, you will need to take the AT paper.

Q5: Is it a must to take all three papers in the coming CRE if I have just failed one or two of the papers? Will you accept valid results in the three papers obtained from different CREs?

A5: Results are issued for individual papers. You may therefore choose to take only one or any combination of papers which you have failed to attain the requisite results of particular civil service posts. For the purpose of applying for civil service posts, results obtained from different CREs can be taken together as long as the results are all valid at the time of the job application. (Please also see Q&A 12)

#### **About HKDSEE, HKALE, GCE A Level and IELTS results**

- Q6: I have obtained Level 5 or above in English Language and / or Chinese Language of the Hong Kong Diploma of Secondary Education Examination (HKDSEE). Is it necessary for me to take the UE and / or UC paper(s) of the CRE?
- A6: Level 5 or above in **English Language** of the **HKDSEE** is accepted as equivalent to Level 2 in the UE paper of the CRE. Level 5 or above in **Chinese Language** of the **HKDSEE** is accepted as equivalent to Level 2 in the UC paper of the CRE. If you have the above result(s), you need not, and will **NOT** be arranged, to take the UE and / or UC paper(s) of the CRE.
- Q7: I achieved Level 4 in the said subject(s) of the HKDSEE. Does it mean that I have to take the UE and / or UC paper(s) of the CRE?
- A7: Level 4 in **English Language** of the **HKDSEE** is accepted as equivalent to Level 1 in the UE paper of the CRE. Level 4 in **Chinese Language** of the **HKDSEE** is accepted as equivalent to Level 1 in the UC paper of the CRE. In general, applicants for civil service posts at degree or professional level are required to obtain either Level 2 or Level 1 in the UE and UC papers of the CRE for meeting the language proficiency requirements as stipulated by individual recruiting departments / grades. You may wish to refer to the requirements of civil service post(s) in which you are interested to decide whether you need to take the UE and / or UC paper(s) to obtain Level 2.
- Q8: I have passed Use of English in the Hong Kong Advanced Level Examination (HKALE) (or English Language in the General Certificate of Education (Advanced Level) (GCE A Level)) and / or Chinese Language and Culture in the HKALE. Will I be exempted from the CRE?
- A8: Grade C or above in **Use of English** of the **HKALE** or in **English Language** of the **GCE**A Level is accepted as equivalent to Level 2 in the UE paper of the CRE. Grade C or above in **Chinese Language and Culture** or **Chinese Language and Literature** of the **HKALE** is accepted as equivalent to Level 2 in the UC paper of the CRE. If you have the above result(s), you need not, and will **NOT** be arranged to, take the UE and / or UC paper(s).

Grade D in Use of English of the HKALE or in English Language of the GCE A Level is accepted as equivalent to Level 1 in the UE paper of the CRE. Grade D in Chinese Language and Culture or Chinese Language and Literature of the HKALE is accepted as equivalent to Level 1 in the UC paper of the CRE. If you have the above result(s), you may wish to take this into account in deciding whether you need to take the UE and / or UC paper(s) having regard to the requirements of civil service post(s) in which you are interested.

- Q9 : I have taken the International English Language Testing System (IELTS) test. Will I be exempted from the CRE?
- A9 : An overall band score of 6.5 or above with no subtest score below band 6 obtained in the same sitting in the Academic Module of the IELTS within the 2-year validity period of the test is accepted as equivalent to Level 2 in the UE paper of the CRE. If you have the above results, and are certain that the relevant IELTS results will still be valid at the time of the job application, you may consider whether to take the UE paper of the CRE.

- Q10 : I have valid IELTS results as mentioned in A9. Can I still take the UE paper of the CRE?
- A10 : You can still take the UE paper of the CRE even though you have valid IELTS results.
- Q11 : Will you accept a combination of the IELTS results obtained from different sittings as an equivalent to the results of the UE paper of the CRE?
- All: No, we only accept IELTS results in the overall band and subtests obtained in the same sitting.
- Q12 : Will you accept a combination of results obtained from the CRE, HKDSEE, HKALE, GCE A Level and IELTS?
- A12: For meeting the general language proficiency requirements of degree or professional grades, a combination of results obtained from the CRE, HKDSEE, HKALE, GCE A Level and IELTS will be accepted, provided that all the results are valid at the time of the job application. Relevant results obtained in different CRE / HKDSEE / HKALE / GCE A Level sittings will be accepted (e.g. a Pass in AT paper obtained in the CRE held in December 2013, Level 2 obtained in UE paper of the CRE in June 2014 and Grade C in Chinese Language and Culture of the HKALE in 2010; or a Pass in AT paper, Level 2 in UC paper of the CRE in October 2021 and Level 5 in English Language of the HKDSEE in 2018, etc.). As for IELTS, only results obtained in the same sitting will be accepted.
- Q13 : Apart from the results of the HKDSEE, HKALE, GCE A Level and IELTS, are there any public examination results being accepted as equivalent to CRE results?
- A13 : At present, only the relevant results of the HKDSEE, HKALE, GCE A Level and IELTS are accepted as equivalent to CRE results.

# **About eligibility**

- Q14 : Who can apply for the coming CRE?
- A14 : Applicants for the coming CRE should be
  - holders of degree (not including Associate Degree); or
  - individuals who will have attained a degree (not including Associate Degree) in the academic year of 2024-25 or 2025-26; or
  - holders of a qualification meeting the entry requirement on professional qualifications for civil service degree or professional posts (only applicable to those who are not in the above categories). (Please also see Q&A 15)
- Q15 I possess a professional qualification but not a degree. Can I apply to sit the CRE?
- A15: Non-degree holders may only apply to sit the CRE if they are eligible to apply for any of the civil service degree or professional posts with the professional qualification they possess. For example, if you are a registered student of the Hong Kong Institute of Certified Public Accountants' Qualification Programme (QP) and you have completed the Associate Level of QP, you may apply for sitting the CRE even if you do not possess a degree since the said qualification is accepted for applying for the Assistant Assessor post. However, if you have registered as registered social worker under the Social Workers Registration Ordinance but do not possess a degree, you are **NOT** eligible for sitting the

CRE since the entry requirements for the Assistant Social Work Officer post include both a professional qualification and a relevant degree.

Before submitting an application for the CRE, you are required to check from the <u>CSB</u> website and / or with the recruiting departments / grades concerned to confirm whether the qualification that you are holding is accepted for appointment to the relevant civil service degree / professional post(s).

Q16: I am expected to get the bachelor's degree within 2025 or 2026. Can I apply to sit the coming CRE?

A16: Persons who will have attained a degree (not including Associate Degree) in the academic year of 2024-25 or 2025-26 may apply to sit the coming CRE. Applicants who have questions about their attaining the degree qualification in the academic year of 2024-25 or 2025-26 should first confirm with their tertiary institutions.

# About the application procedure (Only applicable during the application period)

Q17 : How can I submit an application?

A17: You should apply before 11:59 p.m. on 11 April 2025 (Hong Kong time) through the on-line application system on the CSB website at <a href="www.csb.gov.hk/eng/cre.html">www.csb.gov.hk/eng/cre.html</a>. Towards the deadline for application, the on-line system would likely be heavily loaded with large volume of applications, and it may render applicants unable to complete their on-line applications in time. You are therefore strongly advised to submit your application as early as possible.

Q18 : Can I submit the application in person or by post, fax or e-mail?

A18: No. Applications submitted in person or by post, fax or e-mail will **NOT** be accepted.

Q19: I would like to apply for sitting the CRE. Can I also apply to take the Basic Law and National Security Law Test (BLNST) (Degree / Professional Grades)?

A19: CSB will launch a digitalised BLNST in 2025 providing digitalised examination service at a fixed venue so that candidates can take the test at the test centre throughout the year rather than on designated test dates. In view of the coming launch of digitalised BLNST, with effect from June 2025, CSB will no longer organise the paper-based BLNST on the same day of the CRE in Hong Kong. Details of the implementation of digitalised BLNST will be announced in the second quarter of 2025.

Q20 : I am studying / residing outside Hong Kong. Will the coming CRE be held outside Hong Kong?

A20: No. The coming CRE is tentatively scheduled to be held in **Hong Kong** on 7 June 2025, or another date within June 2025 if necessary. No examination centre will be set up in cities outside Hong Kong.

For the convenience of those studying or residing outside Hong Kong, the year-end CRE together with the paper-based Basic Law and National Security Law Test (Degree / Professional Grades) will also be held in some cities outside Hong Kong. Details relating to the year-end examination will be announced later this year.

- Q21 : I already possess some of the requisite CRE results. Can I choose to take one of the papers only?
- A21 : Yes. Applicants may choose to take any of the CRE papers in the coming examination.

# About the on-line application system (Only applicable during the application period)

- Q22 : What are the system requirements for the on-line application system?
- A22: The online application system runs on Windows, macOS and mobile operating systems. For the best viewing, we suggest that you use the latest version of Microsoft Edge, Mozilla Firefox, Safari or Google Chrome.
- Q23: Warning messages "Website Certified by an Unknown Authority" or "Secure Connection Failed" pop up on the Firefox browser of my computer when I use this on-line application system. What should I do?
- A23: This system makes use of server certificates issued by the Hongkong Post for protecting your data during network transmission, but Firefox 66 or earlier versions do not have the Root CA Certificates of Hongkong Post by default. You have to configure the browser of your computer to recognise certificates issued by the Hongkong Post. Please visit the following page to download and install the Hongkong Post Root CA Certificates as illustrated:
  - Hongkong Post Root CA Certificates <u>www.hongkongpost.gov.hk/product/download/root/index.html</u>



This Sub CA<sup>Note 1</sup> is valid from 3 June 2017 to 3 June 2032 and is required for verifying the Hongkong Post digital signature on e-Cert (Server).

The words "Hongkong Post e-Cert SSL CA 3 - 17" will be displayed in the "Issuer" field of the above e-Certs.

Download the "Hongkong Post e-Cert SSL CA 3 - 17' certificate

Instructions of installation of CA certificates

Click here

- 1. Click on the link for "Hongkong Post Root CA 3 certificate" as highlighted above
- 2. For Firefox users, tick the checkbox "Trust this CA to identify websites" and click"OK"
- 3. Click on the link for "Hongkong Post e-Cert CA 3 17 certificate" as highlighted above and repeat steps 2 or 3

#### General

- Q24 : Where can I get past papers of the CRE for reference?
- A24 : The CRE papers are not published. Sample questions of the <u>CRE</u> papers are available on the CSB website.
- Q25 : What is the syllabus for the CRE?
- A25 : There is no prescribed syllabus for the CRE. The UE and UC papers assess candidates' language proficiency whereas the AT paper assesses their reasoning abilities. The examination format and sample questions can be found on the CSB website.
- Q26 : If I want to amend my personal particulars, what can I do?
- A26 : If you want to amend your personal particulars, such as your name, identity document number and correspondence address, etc, you may write to Senior Executive Officer (Examinations)2 of the Civil Service Examinations Unit at Room 2511, 25th Floor, Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong or by e-mail to csbcseu@csb.gov.hk, giving your name in English and HKID / Passport No.
- Q27 : Will a fee be charged for the CRE?
- A27 : There is no application fee for the CRE.

#### About result notification and job application

- O28 : When and how will I receive the results of the CRE?
- A28 : Examination results in the form of electronic result certificates will be issued to you within one month after the examination. The Civil Service Examinations Unit will send an e-mail to you through <a href="mailto:eproofcseu@csb.gov.hk">eproofcseu@csb.gov.hk</a> with the download link of electronic result certificate for the CRE. For further information on electronic result certificate for the CRE, please refer to the <a href="mailto:cSB website">CSB website</a>.
- Q29 : What should I do if I want to have a review on my CRE result(s)?
- Your review request should be made in writing and sent by e-mail to <a href="mailto:csbcseu@csb.gov.hk">csbcseu@csb.gov.hk</a> within two weeks from the issuance date of the electronic result certificate. Late submissions will NOT be considered. If candidate has obtained Level 2 in the UE and UC papers of the CRE, or a Pass in the AT paper of the CRE, the review request of the concerned paper(s) will NOT be considered.
- Q30 : If I obtain Level 2 or Level 1 in the UE and UC papers and a Pass in the AT paper of the CRE, will I be qualified for applying for civil service posts? When and how can I apply for these posts?

- A30 : Individual recruiting departments / grades will stipulate in the relevant recruitment advertisements their CRE requirements. As the CRE is held independently of the recruitment process for any civil service post, you should apply to the recruiting departments / grades direct in response to recruitment advertisements published in newspapers and on the CSB website. The acquisition of the requisite CRE results does not imply that a candidate has fully met the entry requirements of any civil service post at degree or professional level. Vetting of academic and / or professional qualifications will be carried out by the recruiting departments / grades which may also conduct separate examinations / interviews in addition to the CRE.
- Q31 : Do I need to retain the electronic result certificate of CRE results?
- A31 : You must retain the electronic result certificate, which is a proof of your attainment in obtaining the requisite CRE results when you apply for civil service posts at degree or professional level.
- Q32 I have lost the electronic result certificate of CRE result(s). Can I request another copy?
- A32 : If the soft copy of the electronic result certificates are lost or accidentally deleted, you may first retrieve the result notification e-mail sent by the CSEU through <a href="mailto:eproofcseu@csb.gov.hk">eproofcseu@csb.gov.hk</a> to access the download link of the electronic result certificate. You can download the certificate again upon completion of identity verification at the e-Proof website. In case the relevant e-mail is deleted, you may contact the CSEU by e-mail at <a href="mailto:csbcseu@csb.gov.hk">csbcseu@csb.gov.hk</a> for resending the download link of the electronic result certificate.
- Q33 : Can I use the CRE results to apply for jobs outside the civil service?
- A33 : The CRE is a threshold examination for the appointment of civil service degree or professional posts. It is not a general academic qualification.