Sheung Shui Pui Yau Kindergarten
Information on Admission to K1 Classes in the 2017/18 School Year
(Applicable to children born on or before 31/12/2014)

1. Collection of Application Forms (No Quota):
   - Download from school website
   - Obtain from school in person
     Time: 9:00 a.m. to 3:00 p.m. (Mondays to Saturdays)

2. Submission of Application Forms (No Quota)
   - Way of Submission: Submit in person (no need to bring your child)
   - Documents needed:
     ● Filled application form
     ● Birth Certificate – original and photocopy
     ● Immunization records – original and photocopy
     ● One recent photo
     ● HKSAR Re-entry Permit and Home Return Permit photocopy (applicable to students living in Mainland China only)
     ● Parents’ HK ID card
       (If the application is submitted by a relative or a friend, the photocopy of the parent’s HK ID card and an authorization letter have to be submitted. Otherwise, the school has the right not to accept the application form)
     ● Parents’ address proof like rental agreement, water bill, electricity bill or gas bill (applicable to students staying in the same area as the school)
   - Date: Starting from 24/09/2016 (Interview notice will be provided immediately)
   - Time: 9:00 a.m. to 3:00 p.m. (Mondays to Saturdays)

3. Application fee:
   HK$40 paid when submitting the application form. This fee is not refundable regardless whether the application is successful or not.

4. Application for the “2017/18 Registration Certificate for Kindergarten Admission”

   Education Bureau (EDB) will implement the Free Quality Kindergarten Education policy starting from the 2017/18 school year to replace the existing “Pre-primary Education Voucher Scheme”. Under the new Scheme, EDB will use the “Registration Certificate for Kindergarten Admission” as the document for registration in the 2017/18 school year.
Parents are required to submit an application for the “2017/18 Registration Certificate for Kindergarten Admission” (hereafter referred as “2017/18 RC”) to EDB from September to November 2016. The “2017/18 RC” will be open for applications in September 2016 and EDB will announce and upload the details of application onto EDB’s website (link to be inserted) in due course.

5. Admission Criteria:

- Interview performance

- Priority of Consideration will be given to:
  - Applicant with sibling(s) currently studying in our kindergarten;
  - Applicant with sibling(s) or parents graduated from our kindergarten;
  - Applicant whose parent(s) is/are staff of our kindergarten;
  - Applicant who resides near to our kindergarten;
  - Agree with our kindergarten’s education philosophy and learning method
  - Others, such as the applicant from families in need will be given due priority consideration when applying for whole day classes

(As the number of school places is limited, please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place.)

6. Interview Arrangements

- Interview opportunity
  The kindergarten will arrange interview for all applicants

- Date of interview
  The interview will be conducted on 05/11/2016 (Sat).

- Interview mode
  Interviews will be conducted in groups and the children will be assessed on their interaction with parents, teachers and peer. Admission will be based on their scores in interviews.

- Interpretation / translation service
  Please contact us at 26703393/26703357 if interpretation / translation service is required

7. Announcement of Admission Results

We will inform parents of the K1 admission results in batches, until vacancies run out, before 23 December 2016 through:

- our website: www.puiyau.edu.hk;
- the notice board at the kindergarten;
8. **Registration Arrangements**

- **Successful applicants:**
  Parents should complete the registration procedures for their child from 12 to 14 January 2017 (“Centralised Registration Dates”) by submitting the original of the “2017/18 RC” to the kindergarten and paying the registration fee.

- **Applicants on the waiting list:**
  If the successful applicant fails to register during the “Centralised Registration Dates”, the school may allocate the unfilled places to applicants on the waiting list.
  Then, parents should complete the registration procedures for their child according to the specified date set by the school. Parents are required to submit the original of the “2017/18 RC” to the kindergarten and pay the registration fee.

- **Unsuccessful Application**
  Applicants refer to the K1 vacancy information released by the EDB on its website after the “Centralised Registration Dates” starting from the end of January 2017.

- **Remarks**
  Please be reminded that if parents cannot submit the “2017/18 RC” during registration, the kindergarten may not be able to complete registration for their child. Hence, parents are required to submit application for the Registration Certificate to EDB within the specified period.

  The registration fee for 2017/18 K1 place half day class is HK$970 and the whole day class is HK$1,570. If the applicant studies at our kindergarten and school fee is not required, we will refund the registration fee in full in September. If school fee is required, we will deduct school fee for September and refund the balance to parents.

  Should parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return the “2017/18 RC” but the registration fee will not be refunded. Upon obtaining the “2017/18 RC”, the kindergarten will no longer keep the school place for the child.

**Inquiry**

Phone : 26703393 / 26703357
Email : puiyaukindergarten@gmail.com
Website : www.puiyau.edu.hk