



## Sheung Shui Pui Yau Kindergarten

### Information on Admission to K1 Classes in the 2018/19 School Year

(Applicable to children born on or before 31/12/2015)

#### 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. Return of Application Forms (No Quota):

- Return method: Submit the application form in person / by post
- Documents required:
  - Filled application form
  - Birth certificate – original and photocopy
  - Immunization records – original and photocopy
  - One recent photo
  - Return envelope with stamps
  - 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 parents' HK ID card and an authorization letter have to be submitted. Otherwise the school has the right not to accept the application form)
- Period: Immediate
- Time: 9:00 a.m. to 3:00 p.m. (Mondays to Saturdays)

#### 3. Application fee:

- HK\$40 (to be collected together with the application form). The application fee is non-returnable whether the application is successful or not.

#### 4. Application for the “Registration Certificate for Kindergarten Admission”

- The Government will implement the “Free Quality Kindergarten Education Scheme” (hereafter referred to as “Scheme”) starting from the 2017/18 school year. Each child who can receive education in Hong Kong will only be issued a registration document and all Scheme-KGs can only admit students holding a valid registration document.

- Parents are required to submit an application for the “Registration Certificate for Kindergarten Admission” (hereafter referred as “RC”) to EDB from September to November 2017. The “RC” will be open for applications in September 2017 and EDB will announce and upload the details of application onto EDB’s website (link to be inserted) in due course. Upon receipt of the applications with all necessary information and documents provided, EDB will generally take six to eight weeks to complete processing of the applications and issue the “RC” to applicants who are eligible for receiving subsidy under the Scheme by post. If a student cannot obtain an “RC” as he/she can receive education in Hong Kong but is not eligible for receiving subsidy under the Scheme<sup>1</sup>, EDB will then issue a “Kindergarten Admission Pass” (hereafter referred to as “AP”) to the student concerned for registration and admission to a Scheme-KG but the parents concerned are required to pay full school fees before deduction of subsidy under the Scheme as shown on the Fees Certificate of the KG to which the child is admitted.

## 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 member or staff of our kindergarten;
  - ✧ Applicant who resides near to our kindergarten;
  - ✧ Agree with our 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 date will be arranged after the application is received.
- **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

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<sup>1</sup> Upon obtaining permission from the Director of Immigration, non-local children (such as children holding a form of recognizance, children whose parent(s) is/are holding a student visa, etc.) can receive education in Hong Kong but they are not eligible for subsidy under the Scheme.

## 7. Announcement of Admission Results

- We will inform parents of the K1 admission results before 22 December 2017 by post or by phone.

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## 8. Registration Arrangements

### ➤ **Successful applicants:**

- ✧ Parents should complete the registration procedures for their child from 11 to 13 January 2018 (“Centralised Registration Dates”) by submitting the original of the “RC”/“AP” 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 “RC”/“AP” 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 2018.

### ➤ **Remarks**

- ✧ Please be reminded that if parents cannot submit the “RC”/“AP” 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 2018/19 K1 is HK\$970. Should parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return the “RC”/“AP” but the registration fee will not be refunded. Upon obtaining the “RC”/“AP”, the kindergarten will no longer keep the school place for the child.

## **Inquiry :**

Phone : 26703393 / 26703357

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Website : [www.puiyau.edu.hk](http://www.puiyau.edu.hk)