



## Po Leung Kuk Mrs.Chao King Lin Kindergarten 2024/2025 K1-K3 Admission Schedule

- Children who were born on or before 31st December, 2021 and will be attending K1 classes (must be Hong Kong residents with right of abode, right to land or valid permission to remain without any condition of stay (other than the limit of stay) in Hong Kong)
- Children who were born on or before 31st December, 2020 and will be attending K2 classes (must be Hong Kong residents with right of abode, right to land or valid permission to remain without any condition of stay (other than the limit of stay) in Hong Kong)
- Children who were born on or before 31st December, 2019 and will be attending K3 classes (must be Hong Kong residents with right of abode, right to land or valid permission to remain without any condition of stay (other than the limit of stay) in Hong Kong)

Date	Issues
9/2023-11/2023	<p><b><u>Apply “2024/2025 Registration Certificate”</u></b></p> <ul style="list-style-type: none"><li>● Apply to the Education Bureau for the “2024/2025 Registration Certificate for Kindergarten Admission” or the “Kindergarten Admission Pass”</li><li>● 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.</li><li>● Parents are required to submit an application for the “Registration Certificate for Kindergarten Admission” (hereafter referred as “RC”) to EDB from September to November 2023. The “RC” will be open for applications in September 2023 and EDB will announce and upload the details of application onto EDB’s website (<a href="http://www.edb.gov.hk/">http://www.edb.gov.hk/</a>) 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, 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.</li></ul> <p>#Note 1: All non-local students who enter Hong Kong for the purpose of education in Hong Kong (for example, holders of student visas) must obtain prior permission from the Director of Immigration</p> <ul style="list-style-type: none"><li>● The details of admission arrangements for nursery (K1) classes in kindergartens onto EDB’s website: <a href="http://www.edb.gov.hk/k1-admission_e">www.edb.gov.hk/k1-admission_e</a></li></ul>

Starting From 1/9/2023	<p><b><u>Online Admission Registration</u></b></p> <ul style="list-style-type: none"> <li>● Visit our school website and read the admission details School website : <a href="https://www.plkkg.edu.hk/plkcklkg/">https://www.plkkg.edu.hk/plkcklkg/</a></li> <li>● Complete the application form, upload the birth certificate and pay the application fee online</li> <li>● Transfer the amount to the school HSBC account: 586-045494-001</li> <li>● Online Registration Website: <a href="https://application.plkkg.edu.hk">https://application.plkkg.edu.hk</a></li> </ul>
Starting From 1/9/2023 (Monday to Friday) 9:00a.m. – 5:00p.m. (Saturday) 9:00a.m. – 12:00p.m.	<p><b><u>Collection of Application Form (Applicant who failed to register online)</u></b></p> <ul style="list-style-type: none"> <li>● Download from school website or</li> <li>● Can obtain the application form from kindergarten in person</li> </ul>
1/9/2023-30/10/2023 (Monday to Friday) 9:00a.m. – 5:00p.m. (Saturday) 9:00a.m. – 12:00p.m.	<p><b><u>Submission of Application Form in Person (Applicant who failed to apply online)</u></b></p> <ul style="list-style-type: none"> <li>● Submit only one application form for each applicant</li> <li>● An original and a photocopy of applicant’s birth certificate, and for those not born in Hong Kong, the page of the passport showing the child’s permit to remain in Hong Kong.</li> <li>● 2 applicant’s passport sized photo (size: 1.5 x 2) (Attach the applicant’s photo to the application form)</li> <li>● 3 self-addressed stamped of (please ensure your mail items bear sufficient postage) envelopes (size:4 x 9) with the applicant’s name.</li> <li>● Exact \$40.00 application fee by cash (non-refundable)</li> <li>● Please bring all the documents on this day. If you miss any documents, we will not accept the application.</li> </ul>
Before 30/10/2023	<p><b><u>Notice Issue of Interview Date</u></b></p> <ul style="list-style-type: none"> <li>● We will notify the parents by email or by post (Applicant who failed to provide their email address)</li> <li>● If you did not received any response from our school on 30<sup>th</sup> October, 2023, please contact our kindergarten at 2432 2733.</li> </ul>
4/11/2023	<p><b><u>Interview Day</u></b></p> <p>Please bring the following documents on the interview day:</p> <ul style="list-style-type: none"> <li>● Interview notification</li> <li>● If you apply for whole day class, please submit the required documents</li> <li>● If you use the online application system and submit the payment online, you are required to show the original and a copy of birth certificate. (If your child is not born in Hong Kong, please bring in a valid visa together with a copy)</li> <li>● An original bank slip (if the application fee is paid via online admission system or by ATM/by counter)</li> </ul>

	<p><b><u>Admission Criteria</u></b></p> <ul style="list-style-type: none"> <li>● Interview performance</li> <li>● The applicant with sibling(s) currently studying in the kindergarten will be due a priority consideration.</li> <li>● The applicant from families in need will be given due priority consideration when applying for whole day classes</li> <li>● (As the number of school places is limited, please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place.)</li> </ul> <p><b><u>Interview Arrangements</u></b></p> <ul style="list-style-type: none"> <li>● The kindergarten will arrange interview for all applicants</li> <li>● Individual interviews will be arranged</li> <li>● Parents should accompany their child for the interview</li> <li>● Please contact us by 2432 2733 if interpretation / translation service is required</li> </ul>
Before 16/12/2023	<p><b><u>Announcement of Admission Results</u></b> We will notify parents of admission results by email or by post (for applicants who cannot provide their email address.)</p>
<p>4/1/2024-6/1/2024 (Thursday to Friday) 9:00a.m.-11:30a.m. 2:00p.m.-4:30p.m. (Saturday) 9:00a.m. – 12:00p.m.</p>	<p><b><u>Registration of Admitted Students</u></b></p> <ul style="list-style-type: none"> <li>● <b>Successful applicants:</b> Submit original “2024/2025 Registration Certificate for Kindergarten Admission” or “Kindergarten Admission Pass” If you failed to submit the “RC”, we will not accept the application.</li> <li>● <b>Applicants on the waiting list:</b> Parents should complete the registration procedures for their child according to the specified date set by the school. Parents are required to submit the “RC”/ “AP” to the kindergarten and pay the registration fee.</li> <li>● Pay Registration Fee: \$970. - (AM. &amp; PM. Class) \$1,570. - (Whole Day Class) (Fee once paid is not refundable)</li> <li>● If parents decide to change the school after registration, please notify the kindergarten in writing. The kindergarten will return the “2024/2025 RC” but the registration fee will not be refunded. Upon obtaining the “2023/2024 RC”, the kindergarten will no longer keep the school place for the child.</li> </ul>
05/2024	Order school uniform , school bag and take student’s photo
06/2024	<p><b><u>Final Registration</u></b></p> <ul style="list-style-type: none"> <li>● Make book and miscellaneous fee payment</li> <li>● Submit all school notices</li> <li>● Apply for school bus service</li> </ul>
07/2024	<b>Parent’s Day</b>
08/2024	<b>Orientation Day</b>

- Please visit our school website for the most updated news about admission from time to time.
- All information provided will only be used for admission related purpose and will not be return.