

Po Leung Kuk Chan Seng Yee Kindergarten
Admission Arrangements for 2019/2020 School Year

Please note the following details about the admission arrangements for 2019/2020 school year.

If you have any further queries, please do not hesitate to contact us (Tel: 2447 0133) or visit our website: <https://www.plkkg.edu.hk/plkcsykg>.

1. School starting day: 2nd September 2019
2. Enrollment class: student-applicant must be born in 2016 or before.
3. Application will be opened on: 10th September 2018 (Admission criteria is not affected by the submission date of application form).
4. School fee and Miscellaneous fees:
 - PLK Chan Seng Yee Kindergarten is a non-profit making kindergarten which is under supervision of Po Leung Kuk. The school fee will be charged monthly. Ten-month payment for whole year from Sept 2019 to June 2020. The school fee for 2018/2019 school year are \$3365(morning class)/\$3365(afternoon class)/\$5060(whole-day class)+\$510(Meal fee). School fee for student who hold the Registration Certificate for KG Admission are \$0 (morning class)/\$0 (afternoon class)/ \$685(whole-day class)+\$510 (Meal fee). The school fee for 2019/2020 school year need to be approved by Education Bureau and it will be announced after the approval.
 - The miscellaneous fee for K1 in 2018-2019 school year is \$1200 (respectively for 1st and 2nd Term). The miscellaneous fee will be adjusted according to the living index.
 - Except the school fee, school bus service fee (students who take the school bus service), meal fee for whole-day class and the miscellaneous fees, there is no other constancy fee.
5. School Time: Monday to Friday – Morning class: 9 am to 12 noon
Afternoon class: 1:30 pm to 4:30 pm
Whole-day class: 8 am to 4:30 pm
6. Application procedure:
 - 1) Fill in the application form and paste your child's passport photo on it.
 - 2) Application forms are available at school office or you may download the forms from our website.
 - 3) Applicants please submit the completed application forms to school office(start from 10th September 2018) during office hour:
Monday to Friday: 9:00 am – 12:00 noon/ 1:00 pm to 5:00 pm.
Saturday: 9:00 am – 1:00 pm
 - 4) Applicants should submit the completed application forms together with the necessary identify documents:
 - a. Certificate of Birth (Original & copy), if applicant who born in Mainland of China please present the 'Permit for Proceeding to Hong Kong and Macau' (One-way Permit).
 - b. Copy of Immunization Record (Both side)
 - c. 2 Passport photos (1for application form, 1 for school)

d. 5 self-addressed stamped envelope (Please write down return address ,child's name and \$2 stamp on the envelopes)

*The size of envelopes should not be smaller than 23 cm x 10 cm

e. documents submission (if needed):

- father/mother/sister/brother graduation certificate (Original & copy)
- father/ mother working certificate under Po Leung Kuk
- proof of address (Original & copy) i.e electricity bills/ tenancy agreement (Name on the proof of address should be same with the name of parents or guardian)

5) Application fee : \$40 (No change will be provided)

6) Interview will be arranged after the application procedure is completed.

7) Date and time of interview will be scheduled by school. It is not subject to change without reasonable reason.

8) Incomplete or insufficiently detailed applications will not be processed and may result in withdrawal. Applicants who absent from the interview with any reason, make-up interview will not be arranged.

7. Interview day: 10th November 2018

8. Admission criteria:

- We will observe children's behavior and abilities through group and individual interview. We also take reference from EDB's prescribed criteria for admission primary one system.
 - (1) Applicants with sibling(s) studying (20 pts)
 - (2) Parent(s) working full-time in the school (20 pts)
 - (3) Parent(s)/sibling(s) is/are graduate(s) of the school (10pts)
 - (4) Parent(s) working full- time in Po Leung Kuk (10 pts)
 - (5) Live in Tin Shui Wai or Yuen Long District (20 pts) / Other district (5 pts)

9. Result release day: 1st December 2018 (Saturday). We will post the offering letter to inform you the result.

10. Registration day : 10th January 2018 to 12th January 2018

11. Registration procedure: Please bring along with the offering letter, Registration Certificate for KG admission 2019/2020(Application without RC will not be processed), Registration fee \$970. (Registration fee will be refunded in September. If applicants have chosen to give up the places the registration will not be refunded).