

保良局郭羅桂珍幼稚園
2027/2028 學年新生入學申請須知

報名前，請家長細閱以下各項，並請保留此「入學申請須知」以便參閱。倘有任何查詢，歡迎致電 2466 7666 聯絡。

一．開課日期：2027 年 9 月 1 日

二．招收班級：2024 年或以前出生的各級新生。

三．上課時間：星期一至星期五 ----- 上午班 — 上午9時至中午12時正
下午班 — 下午1時30分至下午4時30分
全日班 — 上午9時至下午4時30分

四．派表日期／時間：2026 年 8 月 19 日起
星期一至五：上午 9 時至中午 12 時／下午 1 時 30 分至下午 5 時
星期六：上午 9 時至中午 12 時

五．派表方法：

1. 網上報名 <https://application.plkkg.edu.hk>
2. 學校網頁下載入學申請表格
3. 到學校索取入學申請表格

六．收表日期／時間：2026 年 9 月 1 日起（遞交次序不會影響取錄結果）
星期一至五：上午 9 時至中午 12 時／下午 1 時 30 分至下午 5 時
星期六：上午 9 時至中午 12 時

七．報名方法：（不設限額）

1. 網上報名

家長可直接於 <https://application.plkkg.edu.hk> 完成整個報名程序

2. 親臨本園遞交申請表格

A. 請清楚填寫入學申請表格，並貼上幼兒的近照；

B. 遞交申請表格時，需攜帶以下文件：

- a) 出生證明書(出世紙)正本、影印本（如在內地出生者，請提交中華人民共和國發出的單程『前往港、澳通行證』或香港人民入境事務處發出的單程通行證及香港之身份證明）
- b) 相片 2 張（1 張貼於報名表上，1 張交回本園）
- c) 回郵長信封 5 個（信封面註明回郵地址、學生姓名，並貼上 \$2.40 郵票，以便日後聯絡之用，信封面積不能少於 23cm x 10cm）
- d) 證明文件（如適用）：
 - 父／母或兄／姊就讀本園的畢業證書正、副本
 - 父／母在本園辦學團體工作的證明
- e) 報名費 \$40 元正（不設找贖）
- f) 報名資料不足，恕不辦理。

八．面試日期：2026 年 11 月 2 日至 7 日

*面見時間於 10 月 23 日或以前以郵寄方式通知

- A. 面試時間由本園安排，家長如沒有充份理由，本園有權不作更改。
- B. 本園將會接見所有成功報名的申請者。
- C. 任何原因缺席面試，均不獲後補面試的安排。

* 本園將按需要為非華語學童安排傳譯及／或翻譯服務，或由一名懂中文的親友陪同會面，以便協助溝通。家長如有需要，可致電 24667666 或電郵至 plkek1kckg@poleungkuk.org.hk 與本園聯絡。

九．收生準則：除觀察及了解申請人的認知、表達、大小肌肉操控表現及與家長的默契外，本園同時參考教育局小一入學計分辦法，按比例計算申請人所得分數，以決定取錄安排。

教育局現時之小一入學計分辦法準則如下：

- 兄／姊在本園就讀或父／母全職在本園工作 (20 分)
- 父／母或兄／姊為本園的畢業生 (10 分)
- 父／母全職在本園的辦學團體之機構工作 (10 分)
- 居住於洪水橋 (10 分) / 其他地區 (5 分)

十．取錄結果公布：

本園將以電郵／郵寄(適用於未能提供電郵地址之申請人)方式通知取錄結果，如於 11 月 13 日或以後仍未收到本園通知，請與本園聯絡。

十一．統一註冊日期： 2027 年 1 月上旬

十二．註冊安排：

1. 正取生：家長須於「統一註冊日期」內到本園辦理註冊手續，並提交 2027/28 學年生效之「幼稚園入學註冊證」正本及註冊費\$970(半日班)／\$1,570(全日班)。(逾期仍未到本園辦理註冊手續者，則以自動放棄學位處理，有關學位將由備取生補上。)
2. 備取生：倘有學位空缺，將以電話個別通知家長到校辦理註冊手續。
3. 本園不會為未能提供「幼稚園入學註冊證」的申請人辦理註冊手續。請家長務必預留足夠時間向教育局申請註冊證。
4. 倘家長於繳交註冊費後申請取回相關註冊證，註冊費將不獲退還。取回註冊證後，本園亦不會再為該兒童保留學位。

參考資料：

1. 如何申請「幼稚園入學註冊證」？

家長須在 2026 年 9 月至 11 月期間，按時向教育局申請電子「註冊證」，並可到教育局網頁進行網上申請：<https://eform.cefs.gov.hk/form/edb005/tc/>

2. 教育局幼稚園幼兒班(K1)收生安排

家長可到教育局網頁了解詳情：

https://www.edb.gov.hk/tc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/2728_admission_arrangements.html



保良局郭羅桂珍幼稚園啓
2026 年 8 月 19 日

Po Leung Kuk Eleanor Kwok Law Kwai Chun Kindergarten

19 August 2026

Information on Admission to K1 Classes in the 2027/2028 School Year

Before enrolling, parents are requested to read the following information carefully, and please keep this "Information on Admission" for reference. For any enquiries, please call 2466 7666.

1. **Start Date:** 1 September 2027
2. **Applicant's Year of Birth:** Children born in 2024 or before are eligible to apply.
3. **Class Time :** Monday to Friday

Session	Times
Morning Session	9:00 a.m. to 12:00 noon
Afternoon Session	1:30 p.m. to 4:30 p.m.
Whole Day Session	9:00 a.m. to 4:30 p.m.

4. **Application Form Distribution :** 19 August 2026
Monday to Friday: 9:00a.m. to 12:00noon / 1:30p.m to 5:00p.m
Saturday: 9:00a.m. to 12:00noon
5. **Obtain the Application Form:**
 - Apply direct through <https://application.plkkg.edu.hk>
 - Download the Application Form from the school website
 - Get the Application Form at the school
6. **Application Form Submission :** 1 September 2026
Monday to Friday: 9:00a.m. to 12:00noon / 1:30p.m to 5:00p.m
Saturday: 9:00a.m. to 12:00noon
(The order of submission will not affect the admission result.)
7. **Methods of application (No set quota for the kindergarten)**

7.1 Online application

Parents can complete the entire registration process directly at <https://application.plkkg.edu.hk>

7.2 Submit the Application Form in person

- A. Fill in the information of applicant. Affix a recent photo of the applicant in the space provided.
- B. Parent / Guardian should submit in person the completed Application Form together with all relevant documents, including :
 - a) The original and a copy of the child's birth certificate (If the child was born in Mainland China, please submit the one-way "Entry Permit to Hong Kong and Macau" issued by the People's Republic of China or the one-way permit issued by the Immigration Department of Hong Kong and the Hong Kong Identity Certificate);
 - b) Two photos (One photo attached to the application form and the other photo to be used by school);
 - c) Five self-addressed envelopes (with address, applicant's name and put a \$2.20 postage stamp on each envelope, the size of envelope should not be less than 23cm x 10cm);
 - d) Supporting Documents (if applicable)
 - The original and copy of the Kindergarten Graduate Certificate of the applicant's parent(s)/sibling(s)
 - Proof of parent(s) working in the school sponsoring organization
 - e) **Application fee: HKD\$40** (No change is available.)
 - f) Applications will be processed only upon receipt of full set of documents as mentioned above.

8. Interview Date : 2 - 7 November 2026

*Parents will receive the time of interview by post on or before 23 October 2026.

- A. Please be reminded that the interview time cannot be changed.
- B. All applicants will be invited to the interview.
- C. For those who arrive late or absent from the interview, no follow-up interview will be arranged.

*Our school can arrange interpretation and/or translation service for Non-Chinese speaking applicants, or applicants may be accompanied by a Chinese speaking relative/friend during interview to facilitate communication. Please contact us by calling 24667666 or email to: plkeklkckg@poleungkuk.org.hk if interpretation / translation service is requested.

9. Admission Criteria

Admission criteria are based on the applicants' performance in the interview, including their cognitive ability, presentation skills, muscle manipulation and tacit understanding with parents, etc. Our school also refers to the scoring system of the Education Bureau for Primary 1 admission, and calculates the points of applicants in proportion to determine the admission arrangement.

- Applicants with sibling(s) studying in the school if it is of the same address as the school / Parent(s) teaching or working full-time in the school if it is of the same address as the school (20 marks)
- Applicants with parent(s) or sibling(s) being a graduate of the school (10 marks)
- Parent(s) being a member of the same organization which sponsors the operation of the school (10 marks)
- Children of current employees in the school sponsoring organization of the school (10 marks)
- Living close to the school in Hung Shui Kiu (10 marks) / Other areas (5 marks)

10. Announcement of Admission Results

Parents will be notified the admission result by email or post (applicable to applicants who cannot provide an email address). Please contact our school if parents do not receive the notice on or after 13 November 2026.

11. Registration Date : Early January 2027

12. Registration Arrangements

- 12.1 Successful applicants: Parents should complete the registration procedures for their child within the "Centralised Registration Dates" by submitting the original 2027/28 "Registration Certificate for Kindergarten Admission" ("RC") and paying the registration fee of HK\$970 (Half Day Session) / HK\$1,570 (Whole Day Session) to school. (Those who do not come to our school and complete the registration within the time limit will be regarded as giving up the school place and the place will be made up by the applicants on the waiting list.)
- 12.2 Applicants on the waiting list: If there are places left, our school will inform those on the waiting list individually by phone to go to the school for registration.
- 12.3 Please be reminded that if parents cannot submit the "RC" during registration, our school may not be able to complete the registration for their child. Parents should allow enough time to apply for the "RC" from the Education Bureau.
- 12.4 Should parents decide to change school after registration, the registration fee will not be refunded. After the "RC" is retrieved, the school will no longer reserve the place for the child.

References:

1. How to apply for the "Registration Certificate for Kindergarten Admission" ?

Parents should apply for the electronic "Registration Certificate" from the Education Bureau during the period from September to November 2026. Online applications can be submitted via the Education Bureau's website: <https://eform.cefs.gov.hk/form/edb005/en/>

2. Education Bureau's Admission Arrangements for K1 Classes in Kindergartens:

Parents can visit the Education Bureau's website for details: https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/2728_admission_arrangements.html

