

# Information on Admission to K1 Classes in the 2021/22 School Year

## 1. 2021/22 School term start at

September 2021 (Children born between 1 January 2018 and 31 December 2018 are eligible to apply.)

## 2. Place Provided

- a.) K1 (a.m. & p.m. class, whole day class): 134
- b.) K2 & K3 (pm class only)

## 3. Enrollment Methods

### (1) Online Admission

- a.) Please complete the application form, handle the payment and submit online.  
(<https://application.plkkg.edu.hk>)
- b.) Email notification of interviews will be sent by the school before 31st October 2020.  
Please directly contact the school if the email cannot be received by 1st November 2020.

### (2) Collection of application Forms (No quota):

- a.) Obtain from school in person
- b.) Download from school website
- c.) Return of Application Forms (No set quota for the kindergarten)

Date: 5th October 2020 to 30th October 2020

Time: 9:00a.m. to 4:00p.m. (Monday to Friday) / 9:00a.m. to 12:00n.n. (Saturday)

Return method: Submit the application form in person

Documents required:

- The original and the copy of applicant's birth certificate
- A recent photo of applicant
- 4 reply envelopes with the correspondence address and \$2 postage stamp on each. Please make sure the applicant's name has been marked at the cover of the envelopes. (Size of envelopes approximately 23cm x 10cm)
- Application fee: \$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 "2021/22 Registration Certificate for Kindergarten Admission"

Under the Kindergarten Education Scheme, EDB will use the "Registration Certificate for Kindergarten Admission" as the document for K1 registration in the 2021/22 school year. Parents are required to submit an application for the "2021/22 Registration Certificate for Kindergarten Admission" (hereafter referred as "2021/22 RC") to EDB from September to November 2020. The EDB will announce and upload the details of application onto the [EDB's website](#) in due course.

## 5. Admission Criteria:

- a.) Interview performance.
- b.) The applicant with sibling(s) currently studying in the kindergarten will be due a priority consideration.
- c.) The applicant from families in need will be given priority consideration when applying for whole day (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

- a.) The kindergarten will arrange interview for all applicants.
- b.) Interviews will be conducted on 7th November 2020 and notification will be sent by email or by post.
- c.) Group and/or individual interviews will be arranged.
- d.) One guardian is allowed to accompany the child for the interview.
- e.) Please bring along the documents listed below on the interview day (for the applicants of the online admission system)
- f.) Please contact us at 2303 1623 if interpretation / translation service is required.
  - The Original and the copy of birth certificate
  - The Original copy of the Bank Slip (if the application fee is paid via online admission system or by ATM/by counter)

## 7. Announcement of Admission Results

Interview results will be announced on the board (the front door of our school). We will inform parents of the K1 admission results by email or by post.

## 8. Registration Arrangements

- a.) Successful applicants: Parents should complete the registration procedures for their child from 7th to 9th January 2021 ("Centralized Registration Dates") by submitting the original copy of the "2021/22 RC" to the kindergarten and paying the registration fee.
- b.) Applicants on the waiting list: 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 copy of the "2021/22 RC" to the kindergarten and pay the registration fee.
- c.) Please be reminded that if parents cannot submit the "2021/22 RC" during registration, the kindergarten may not be able to complete registration for their child. Hence, parents are required to submit their application for the Registration Certificate to EDB within the specified period.
- d.) The registration fee for 2021/22 K1 is HK\$970 (half-day) / HK\$1,570 (whole-day). If parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return the "2021/22 RC" but the registration fee will not be refunded. Upon obtaining the "2021/22 RC", the kindergarten will no longer keep the school place for the child.

## 9. School Open day Arrangements

- a.) **Date: 17th October, 2020 (Sat)**
- b.) **Time: 9:30 a.m. – 12:00 n.n.**

\*If you require any further information, please feel free to contact our school office.\*



保良局  
PO LEUNG KUK

保良局屬下幼稚園  
Po Leung Kuk Affiliated Kindergartens  
2021 - 2022 年度

Application Form for Admission 入學申請表

**For Office use Only 供本園填寫**

出生證明書 正本 ☐ 副本 ☐

相片一張 ☐

回郵信封四個 ☐

報名費40元 ☐

面試課室 \_\_\_\_\_ 時間 \_\_\_\_\_

學校名稱：保良局李徐松聲紀念幼稚園 School Name : <b>Po Leung Kuk Li Tsui Chung Sing Memorial Kindergarten</b>	申請編號 Ref :
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Please select the grade level for which you are applying 請選擇申請年級\* : ☐ K1 幼兒班 ☐ K2 低班 ☐ K3 高班

**Part A 第一部份**

Applicant's Information 申請之幼兒資料

Name 姓名* :	Chinese 中文	Photo 相片	
	English 英文		
	(Surname 姓)	(First Name 名)	
Sex 性別* :	<input type="checkbox"/> Male 男 <input type="checkbox"/> Female 女		

Birth Certificate / Others: (Please state)

出生證明書/其他證件\* : (請註明) \_\_\_\_\_

Document No. 證件號碼 :

Date of Birth 出生日期\* :

Place of Birth 出生地點\* :

Nationality 國籍\* :

Spoken Language at Home  
在家使用語言\* :

Address 地址* :	Chinese 中文		
	English 英文		

Home Tel. 住宅電話\* :

Email Address  
電郵地址\* :

Former School 曾就讀之學校 :

Session Choice 入讀志願\* :

請以“1、2、3”表示選擇優先意願

☐ AM Session 上午班 ☐ PM Session 下午班 ☐ WD Session 全日班

If the session you have chosen is already full, are you willing to move to the other session allocated by us?

如閣下所選的志願班別額滿時，是否同意由本園編排其他班別學位？

☐ Yes 願意 ☐ No 不願意

**Part B 第二部份**

Parent's / Guardian's Information 父 / 母 / 監護人資料

Father 父 :

Name in Chinese 中文姓名 :

Occupation 職業 :

Name in English 英文姓名 :

Mobile Tel. 手提電話 :

Mother 母 :

Name in Chinese 中文姓名 :

Occupation 職業 :

Name in English 英文姓名 :

Mobile Tel. 手提電話 :

Guardian 監護人 :

Relationship 關係 :

Name in Chinese 中文姓名 :

Occupation 職業 :

Name in English 英文姓名 :

Mobile Tel. 手提電話 :

## Part C 第三部份

Other Information 其他資料
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<p>a. Is the applicant's brother(s) or sister(s) studying in this school?</p> <p>該生之兄姊是否正在本園就讀？</p>	<p><input type="checkbox"/> Yes 是</p> <p>Name _____ Class _____</p> <p>姓名：_____ 現讀班別：_____</p>	<p><input type="checkbox"/> No 否</p>
<p>b. Are any parents or brother(s) or sister(s) a former student of this school?</p> <p>該生之父母及兄姊是否本園畢業生？</p>	<p><input type="checkbox"/> Yes 是</p> <p>Name _____ Year of Graduation _____</p> <p>姓名：_____ 畢業年份：_____</p>	<p><input type="checkbox"/> No 否</p>
<p>從何途徑認識本園(可選多項):</p> <p> <input type="checkbox"/>電視廣告    <input type="checkbox"/>商場展覽    <input type="checkbox"/>電話查詢    <input type="checkbox"/>港鐵燈箱廣告    <input type="checkbox"/>雜誌    <input type="checkbox"/>網頁廣告    <input type="checkbox"/>學校通告  <input type="checkbox"/>招生簡章    <input type="checkbox"/>招生海報    <input type="checkbox"/>招生橫額    <input type="checkbox"/>親友/舊生/家長    <input type="checkbox"/>其他：_____         </p>		
<p>Name of Parent/Guardian: _____ Signature of Parent/Guardian: _____ Date: _____</p> <p>家長/監護人姓名: _____ 家長/監護人簽署: _____ 日期: _____</p>		

#備註：1. 遞交表格時，須帶同以下文件：出生證明書正本及副本、4 個回郵信封(寫有通訊地址及貼上郵票港幣 2.0 元)及港幣 40 元報名費(一經繳交，恕不退還)。 Please submit the application form together with a copy of birth certificate, 4 stamped self-addressed envelope and HKD\$40.00 Application fee. (Non-refundable)

2. 請在適當的□內加✓。 Please put a ✓ at the suitable □.

3. (\*)為必須填寫項目。 Questions marked with (\*) are mandatory questions.

「收集個人資料聲明」

1. 申請人必須在註明(\*)之欄目，提供所需的個人資料。如未能提供，校方未必能處理有關入學申請。
2. 根據《個人資料（私隱）條例》，本申請表內有關個人資料將僅供校方作處理入學申請之用。在未得到申請人的同意之前，校方不會向第三者披露或轉移所收集得關於你的資料。
3. 如入學申請不被接納，校方將銷毀一切有關個人資料；成功申請者個人資料將會存入學生檔案中，並由校方保管。
4. 根據《個人資料（私隱）條例》，申請人有權查閱及更改填報於申請表內的資料，並可索取此等資料的副本。申請人如須查閱或更改其個人資料，請致函告知校務處書記。

## Collection of Personal Data

1. Please note that it is mandatory for you to provide the personal data marked with (\*). In the event that you do not provide such personal data, the kindergarten may not be able to process your application.
2. According to the Personal Data (Privacy) Ordinance, the above Personal data provided will be used solely for the purpose of admission and the data will only be handled by the kindergarten in this connection. The information collected about you will not be disclosed or transferred to third parties without your prior consent.
3. The application of unsuccessful candidates will be destroyed. The application of successful candidates will become part of the student file; in connection with this data will thereafter be handled by the kindergarten.
4. In accordance with the Personal Data (Privacy) Ordinance, applicants have the rights of access to and correct the personal data contained in the application form, and the right to request a copy of such data. Applicants wishing to access or make corrections to the data should submit written requests to the clerks at the reception.