



Admission Application for K1 for the 2025 /26 school year

1. Our Kindergarten was founded in 1990, it is one of the Po Leung Kuk's non-profit making kindergartens. Our kindergarten has joined "Free Quality Kindergarten Education Scheme". Our school has set the Five Quality Circles to promote a broad, balanced approach for learning. Our mission is to nurture the talent for future of the society. To build the children to practice what they have learned and return it back to the community. Our children-oriented curriculum integrates the surrounding-based teaching methods which allow children to apply their knowledge in everyday life. Our flexible programmes and activities also allow children to learn joyfully through meaningful games and diverse modes of activities.

2. School Fee

Under "Kindergarten Education Scheme", the school fees is to be settled in 10 equal instalments (No school fee for July & August).

* Half-day class fee: Free

* Whole-day class fee: \$1,169 Meal fee: \$262 Total: \$1,431

3. School Hours

A.M. Classes: 9:00a.m.-12:00noon

Whole-day classes: 9:00a.m.-4:30 p.m.

4. Information About the Application for 2025-2026 (For children born in 2022 or before)

Application for admission made by one of the following methods:

1. Methods	Dates	Contents
Online application	Starting from 1 st August, 2024	<p>Please log into the link : https://application.plkkg.edu.hk/en</p> <p>1.1. Please prepare a softcopy of a passport photo of your child taken within last 3 months, birth certificate and bank slip (if using bank transfer, please deposit in our HSBC bank account: 039-127345-001) before starting the online admission system.</p> <p>1.2. We will notify the parents by email or by phone (Applicant who failed to provide their email address) before 1st November, 2024.</p> <p>1.3. Please bring along the documents listed below on the interview day :</p> <ul style="list-style-type: none"> • Original birth certificate (for those who are not born in Hong Kong, the page of the passport showing the child's permit to remain in Hong Kong) • Original copy of bank slip (Only for the applicants who upload the bank slip as a payment method)
Online download	1 st September, 2024 to 31 st October, 2024	Parents can download the form from the school website : https://www.plkkg.edu.hk/plkmrsvckg/en/
Collect in person	2 nd September, 2024 to 31 st October, 2024	School office hours: Monday to Friday: 9:30 a.m. to 11:30 a.m.; 1:30 p.m. to 4:00p.m. Saturday: 9:30 a.m. to 12:30 p.m.

Application form submission

2. Method	Date	Contents
Submission of the application form in person/ by post	2 nd September, 2024 to 31 st October, 2024	<p>2.1 Parents are required to submit the application form and related documents to the school during office hours/ by mail to G/F, Yiu Ming House, Wah Ming Estate, Fanling, New Territories</p> <p>2.2 We will notify the parents by email or by phone before 31st October, 2024.</p> <p>Collection time: Monday to Friday: 9:30 a.m. to 11:30a.m. ; 1:30 p.m. to 4:00p.m. Saturday: 9:30 a.m. to 12:30 p.m.</p>

5. Documents are required as follows :

- Completed application form (submit the application form in person/ by mail to G/F, Yiu Ming House, Wah Ming Estate, Fanling, New Territories) #Note 1
- A photocopy of applicant's birth certificate, and for those who are not born in Hong Kong, the page of the passport showing the child's permit to remain in Hong Kong
- 1 applicant's passport sized photo (size: 1.5 x 2 inch)
- If you are unable to provide your email address, you will need to submit 5 self-addressed stamped (Local \$2.2 ; Mainland \$2.8) of envelopes with the applicant's name and address.
- HK\$40 application fee by cash (non-refundable)

#Note 1: For those returns by post, the application fee should be paid by a crossed cheque, which is written to "Po Leung Kuk Mrs. Vicwood K.T. Chong Kindergarten"

6. About the Interview

We will arrange an interview for all the applicants. Individual/group interviews will be arranged and the applicant shall accompanied by a parent to interview according to the scheduled time.

7. Admission Criteria

- To acknowledge the philosophy and the teaching mode of our school
- The applicant with sibling(s) currently studying in the kindergarten will be due a priority consideration
- Applicants who live in this district will be given priority consideration
- Interview performance
- The admission result will not be affected by the date on which applications were submitted prior to the deadline

Whole day class application offers priority based on family needs and working parents.

(As the number of school places is limited , please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place.)

8. Announcement of Application Result

- The result will release on 2st December, 2024 via e-mail or post.
- If you did not received any response from our school after 9th December, 2024, please contact us at 2675 0012.

9. Registration Arrangements

- Successful applicants: Parents should complete the registration procedures for their child from 2nd to 4th January 2025 ("Centralized Registration Dates") by submitting the original copy of the "2024/25RC" to the kindergarten and paying the registration fee.
- 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 "2025/26 RC" to the kindergarten and pay the registration fee.
- Please be reminded that if parents cannot submit the "2025/26 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.
- The registration fee for 2025/26 K1 is HK\$970(half-day), \$1,570 (whole-day class). If parents have decided for their children to study in the kindergarten, we will pay back the fee in September 2025. If parents decide to change school after registration, please notify the kindergarten in written letter. The kindergarten will return the "2025/26 RC" but the registration fee will not be refunded. Upon obtaining the "2025/26 RC", the kindergarten will no longer keep the school place for the child.

10. Application for the “2025/2026 Registration Certificate For Kindergarten Admission”

- The Education Bureau (EDB) has implemented the Free Quality Kindergarten Education policy 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 2024. The “RC” will be open for applications in September 2024 and EDB will announce and upload the details of application onto EDB’s website (<https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/index-2526.html>) in due course.

11. Enquiry:

Telephone No.: 2675 0012

E-mail Address: plkmrsvckg@poleungkuk.org.hk