

Po Leung Kuk Ng Tor Tai Kindergarten
Information on Admission to K1 Classes in the 2023/24 School Year

Online Admission System

Please complete the application form, handle the payment and submit online. For ATM transferal, please bank-in HSBC account: 139-001234-001. For details, refer to the school website. (Information will be update on 1st September 2022). Email notification of interviews will be sent by the school on 30th October 2022. Please directly contact 2697 2162 if the email cannot be received by 5th November 2022.

Collection of application Forms (No quota)

1. Download from school website or
2. Obtain from school in person or
3. Request by post

Distribution Period

1. Date: 14th September 2022 (Wednesday) to 31st October 2022 (Monday)
2. Time: 10:00a.m. to 3:00p.m. (Monday to Friday) / 9:00a.m. to 12:00n.n. (Saturday)

Return of Application Forms (No set quota for the kindergarten)

1. Date: 1st September 2022 (Thursday) to 28th October 2022 (Friday)
2. Time: 10:00a.m. to 3:00p.m. (Monday to Friday) / 9:00a.m. to 12:00n.n. (Saturday)
3. Return method: Submit the application form in person / by post [together with the documents required (including identity document)]
4. Application fee: HK\$40 (to be collected together with the application form). The application fee is non-returnable whether the application is successful or not.

Application for the “2023/24 Registration Certificate for Kindergarten Admission”

1. The Government will implement the “Free Quality Kindergarten Education Scheme” (hereafter referred to as “Scheme”) starting from the 2022/23 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.
2. Parents are required to submit an application for the “Registration Certificate for Kindergarten Admission” (hereafter referred as “RC”) to EDB from September to November 2022. The “RC” will be open for applications in September 2017 and the EDB will announce and upload the details of application onto the EDB’s website in due course.

<https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/front.html>

Admission Criteria

1. Interview performance.
2. The applicant with sibling(s) currently studying in the kindergarten will be due a priority consideration.

Interview Arrangements

1. The kindergarten will arrange interview for all applicants.
2. Interviews will be conducted between 7th November 2022 to 14th November 2022 and notification will be sent by post. (For those who apply through the Online Admission System, notification will be sent by email).
3. Group and/or individual interviews will be arranged.
4. Parents should accompany their child for the interview.
5. Please contact us at 2697 2162 (telephone no.) if interpretation / translation service is required during the interview with non-Chinese speaking (NCS) applicants. We also allow NCS parents and children to be accompanied by a Chinese speaking relative/friend during the interview to facilitate communication.
6. Please bring along the documents listed below on the interview day:
 - Original copy of birth certificate
 - 5 reply envelopes with the correspondence address and sufficient local stamp postage on each (For those who are not apply through the Online Admission System)
 - Original copy of the Bank Slip (if the application fee is paid via online admission system or by ATM/by counter)

Announcement of Admission Results

We will inform parents of the K1 admission results before 16th December 2022 by email or by post (For those who are not apply through the Online Admission System).

Registration Arrangements

1. Successful applicants: Parents should complete the registration procedures for their child from 5th to 7th January 2023 ("Centralized Registration Dates") by submitting the original copy of the "RC" / "AP" to the kindergarten and paying the registration fee.
2. Applicants on the waiting list: Our kindergarten will send notification by email; 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 "RC" / "AP" to the kindergarten and pay the registration fee.
3. Please be reminded that if parents cannot submit the "RC" / "AP" during registration, the kindergarten may not be able to complete registration for their child. Hence, parents are required to submit application for the registration document to EDB within the specified period.
4. The registration fee for 2023/24 K1 place is HK\$ 970 (half-day). If the child concerned studies in the kindergarten, the registration fee paid will be refunded in September. Should parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return the "RC" / "AP," but the registration fee will not be refunded. Upon obtaining the "RC" / "AP," the kindergarten will no longer keep the school place for the child.