



保良局  
PO LEUNG KUK

## Po Leung Kuk Tin Ka Ping Siu Hong Kindergarten

### Information on Admission to K1 Classes in the 2025/26 School Year

Application Date: Parents will be able to apply to the kindergarten for their children who were born on or before 31 Dec 2022 and will be attending KG classes in the 2025/26 school year (must be Hong Kong residents with right of abode, right to land or valid permission to remain without any condition of stay (other than the limit of stay in Hong Kong) via internet or submit the application form in person

1. Online Admission: 29.7.2024 (Monday) 10:00a.m. to 26.10.2024 (Saturday) 5:00p.m.
2. Take the application form : 7.10.2024 (Monday) to 26.10.2024 (Saturday)
3. Submit the application form in person: 7.10.2024 (Monday) to 26.10.2024 (Saturday)  
Office hour: 9:00 a.m.-12:00 noon / 1:30 p.m.-4:30 p.m. (Monday to Friday)  
9:00 a.m.-12:00 noon (Saturday)



Online Admission: <https://www.plkkg.edu.hk/plktkpskkg> or <https://application.plkkg.edu.hk/> or

-Complete the application form

- Application fee: HK\$40 (Bank Slip: HSBC account 004-488-020282-001 or online payment: VISA / MASTER or e-payment)

-Upload the applicant recent photo, birth certificate, and bank slip (suitable for bank payment)

-Upload the photo and all documents must be (png/jpg/jpeg) format

-After the admission, our kindergarten will send the (confirmation notice) to parents by email

-Email notification of interview will be sent by school before 2.11.2024. Please directly contact the school if the email cannot be received on 4.11.2024.

### **Collection of application Forms (No quota)**

1. Download from school website or
2. Obtain from school in person

### **Submit of Application Forms method (No set quota for the kindergarten)**

1. Submit the application form in person and bring along the documents listed below :
  - Original and copy of birth certificate
  - 2 applicant recent photos (one for application form, one for interview card)
  - 2 self-addressed stamped envelopes (Please ensure your mail items bear sufficient postage and the envelopes size should be over 23cm x 10cm )
  - Original and copy of parents or brothers / sisters graduated certificate (if needed)
2. Application fee: HK\$40 (to be collected together with the application form). The application fee is non-refundable whether the application is successful or not.
3. Submit the application form, bring along the relevant documents and admission fee, after that you will receive the interview card.

### **Application for the “2025/26 Registration Certificate for Kindergarten Admission”**

1. The Education Bureau (EDB) will implement the Free Quality Kindergarten Education policy starting from the 2025/26 school year to replace the existing “Pre-primary Education Voucher Scheme”. Under the new Scheme, EDB will use the “Registration Certificate for Kindergarten Admission” as the document for K1 registration in the 2025/26 school year.
2. Parents are required to submit an application for the “2025/26 Registration Certificate for Kindergarten Admission” (hereafter referred as “2025/26 RC”) to EDB from September to November 2024. The “2025/26 RC” will be open for applications in September 2024 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 considered a priority.
3. The applicant's parent(s) or brothers or sisters graduated from our kindergarten.

## **Interview Arrangements**

1. The kindergarten will arrange interview for all applicants. Interview date and time arranged by kindergarten. No changes for any reason.
2. Interviews will be conducted on 09.11.2024 (Saturday), and notification will be sent by email (suitable for online admission).
3. Group and/or individual interviews will be arranged. One parent should accompany with child for the interview. (If there are any changes to the interview format in the future due to the any virus epidemic. An announcement will be posted on the school website.)
4. Please contact us at (telephone no.24668131 / email : [plktkpshkg@poleungkuk.org.hk](mailto:plktkpshkg@poleungkuk.org.hk) ) 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.
5. Please come for interview before 15 mins, and bring along the documents listed below on the interview day (suitable for online admission):
  - The original and copy of birth certificate
  - 1 applicant recent photo
  - 2 reply envelopes with the correspondence address (bear sufficient postage and the envelopes should be over 23cm x 10cm) and applicant's name.
  - Original and copy of parents or brothers / sisters graduated certificate (if needed)
  - Original copy of the Bank Slip (if the application fee is paid via online admission system or by ATM/by counter)
6. If the applicants are absent on the day of the interview, we will arrange the applicants on the waiting list.

## **Announcement of Admission Results**

We will inform parents of the K1 admission results on or before 13.12.2024 (Friday) by email and by post.

## **Registration Arrangements**

1. Successful applicants: Parents should complete the registration procedures for their child from 2<sup>nd</sup> to 4<sup>th</sup> January 2025 ("Centralized Registration Dates") by submitting the original copy of the "2025/26 RC" to the kindergarten and paying the registration fee.
2. 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.
3. 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.
4. The registration fee for 2025/26 K1 is HK\$970 (half-day). 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.

## **Applicants on the waiting list**

1. If we still have any vacancy after registration, we will contact you by phone before 10 January 2025.
2. If your child in the waiting list has still not been selected in the waiting list, then we will return your documentation by post in April 2025.

## **Enquiry**

Telephone No.: 2466 8131

E-mail Address: [plktkpshkg@poleungkuk.org.hk](mailto:plktkpshkg@poleungkuk.org.hk)