



保良局
PO LEUNG KUK

Po Leung Kuk Tin Ka Ping Siu Hong Kindergarten

Admission Criteria and Registration Arrangements to K1 Classes in the 2024/25 School Year

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 **11.11.2023 (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 : pltkpshkg@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 20 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, applicant's name and enough postage on each (The envelope area is larger than: **23cm x 10cm**)
 - 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 **15.12.2023 (Friday)** in kindergarten notice board, website and by post.

Registration Arrangements

1. Successful applicants: Parents should complete the registration procedures for their child from 4th to 6th January 2024 ("Centralized Registration Dates") by submitting the original copy of the "2024/25 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 "2024/25 RC" to the kindergarten and pay the registration fee.
3. Please be reminded that if parents cannot submit the "2024/25 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 2024/25 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 2024. If parents decide to change school after registration, please notify the kindergarten in written letter. The kindergarten will return the "2024/25 RC" but the registration fee will not be refunded. Upon obtaining the "2024/25 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 15 January 2024.
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 February 2024.

Enquiry

Telephone No.: 2466 8131

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