

Po Leung Kuk Yip Ng Bun Bun Queen's Hill Kindergarten
2025-26 K1-K3 Admission Schedule

Date	Issues
	<p>Children who were born on or before 31st December, 2022 and will be attending K1 classes (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</p> <p>Children who were born on or before 31st December, 2021 and will be attending K2 classes (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</p> <p>Children who were born on or before 31st December, 2020 and will be attending K3 classes (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</p>
9/2024 – 11/2024	<p><u>Apply for the “Registration Certificate for Kindergarten Admission”</u></p> <p>1. Under the kindergarten (KG) education scheme (hereafter referred to as “Scheme”), each child who can receive education in Hong Kong will only be issued a registration document and all Scheme-KGs can only admit children holding a valid registration document.</p> <p>2. Parents are required to submit an application for the Registration Certificate for Kindergarten Admission (hereafter referred to as “RC”) to the EDB from <u>September to November 2024</u>. The RC will be open for applications in September 2020 and the EDB will announce and upload the details of application onto the EDB’s website (https://www.edb.gov.hk/k1-admission_e) in due course.</p> <p>3. Upon receipt of the applications with all necessary information and documents provided, the EDB will generally take <u>six to eight weeks</u> to complete processing of the applications and issue the RC to applicants who are eligible for receiving subsidy under the Scheme <u>by post</u>. If a child cannot obtain an RC as he/she can receive education in Hong Kong but is not eligible for receiving subsidy under the Scheme 2 , the EDB will then issue a Kindergarten Admission Pass (hereafter referred to as “AP”) to the child concerned for registration and admission to a Scheme-KG but the parents concerned are required to pay full school fees before deduction of subsidy under the Scheme as shown on the Fees Certificate of the KG to which the child is admitted. Note 1: All non-local students who enter Hong Kong for the purpose of education in Hong Kong (for example, holders of student visas) must obtain prior permission from the Director of Immigration.</p> <p>4. If the school has the opportunity to open full-time classes, the school will give priority to those with working parents and their special circumstances such as families which need to take care of persons with disability at home.</p>
29/7/2024 – 19/10/2024 <u>Online Admission</u> 	<p><u>Online Admission Registration (Unlimited Quota)</u></p> <ul style="list-style-type: none"> ➤ Visit our school website to read the admission details School Website: https://www.plkkg.edu.hk/plkynbbqhg/ ➤ Complete the application form, upload the birth certificate and pay the application fee online ➤ Transfer the amount to the school HSBC account: 039-251400-001 ➤ Online Registration Website: https://application.plkkg.edu.hk/
14/8/2024 – 19/10/2024 (Monday to Friday) 9:00a.m. – 11:30a.m. 2:00p.m. – 3:30p.m. (Saturday) 9:00a.m. – 11:30a.m.	<p><u>Collection of Application Form (Applicant who failed to register online)</u></p> <ul style="list-style-type: none"> ➤ Applications form can be obtained in person from our kindergarten

<p>5/9/2024 –19/10/2024 (Monday & Friday) 9:00a.m. – 11:30a.m. 2:00p.m. – 3:30p.m. (Saturday) 9:00a.m. – 11:30a.m.</p>	<p><u>Submission of Application Form in Person(Applicant who failed to apply online)</u></p> <ul style="list-style-type: none"> ➤ Submit only one application form for each applicant, no set quota for the kindergarten. ➤ An original and a copy of applicant’s birth certificate, and for those 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) (Attach the applicant’s photo to the application form) ➤ 2 self-addressed stamped envelopes (size: 4 x 9) with \$2 stamp and \$5 stamp , please also write the applicant’s name ➤ \$40.00 application fee by cash (non-refundable) ➤ Please bring all the documents on this day. If you miss any documents, we will not accept the application.
<p>Before 25/10/2024(Friday)</p>	<p><u>Notice Issue of Interview Date</u></p> <ul style="list-style-type: none"> ➤ We will notify the parents by email or by post (Applicant who failed to provide their email address) ➤ If you did not received any response from our school on 28th October, 2024, please contact our kindergarten at 2669 9813.
<p>2/11/2024 (Saturday)</p>	<p><u>Interview Day</u></p> <ul style="list-style-type: none"> ➤ The KG will arrange interview for all applicants, parents should accompany their child for the interview and group interviews will be arranged. <p>Please bring the following documents on the interview day:</p> <ul style="list-style-type: none"> ➤ Interview notification ➤ If you apply for whole day class, please submit the required documents ➤ If you use the online application system and submit the payment online, you are required to show the original and a copy of birth certificate. (If your child is not born in Hong Kong, please bring in a valid visa together with a copy) ➤ An original bank slip (if the application fee is paid via online admission system or by ATM/by counter) ➤ 2 self-addressed stamped envelopes (size: 4 x 9), 1 stamped envelope of (\$2.00) and 1 stamped envelope of (\$5.00) with the applicant’s name. ➤ Arrangement for admission application of non-Chinese Speaking (NCS) Children: When interviewing NCS children, interpretation and/or translation service for applicants will be provided where necessary; or parents and children are allowed to be accompanied by a Chinese speaking relative/friend to facilitate communication. Please contact us at 2669 9813 or email plkynbbqhgk@poleungkuk.orh.hk if interpretation / translation service if required.
	<p><u>Admission Criteria</u></p> <ul style="list-style-type: none"> ➤ Interview performance ➤ The applicant with sibling(s) currently studying in the kindergarten will be due a priority consideration. ➤ The applicant form families in need will be given due priority consideration when applying for whole day/long whole day classes (As the number of school places is limited, please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place.)
<p>Before 13/12/2024(Friday)</p>	<p><u>Announcement of Admission Results</u></p> <ul style="list-style-type: none"> ➤ We will notify parents of admission results by email or by post (for applicants who cannot provide their email address.
<p>2/1 - 4/1/2025 (Thursday & Friday) 9:00a.m. – 11:30a.m. 2:00p.m. – 3:30p.m. (Saturday) 9:00a.m. – 11:30a.m.</p>	<p><u>Registration of Admitted Students</u></p> <ul style="list-style-type: none"> ➤ Successful candidates: Submit original “2025/26 Registration Certificate for Kindergarten Admission” or “Kindergarten Admission Pass” If you failed to submit the “RC”, we will not accept the application. ➤ Pay Registration Fee: \$970. - (AM. & PM. Class) (Fee once paid is not refundable) \$1,570. - (Whole Day Class) ➤ Candidates who are in the waiting list : We will inform you as soon as possible when we have places and will arrange the registration by phone/by post. ➤ If the child concerned studies in the KG, the registration fee paid will be refunded in October. ➤ If parents decide to change the school after registration, please notify the kindergarten in writing. The kindergarten will return the “RC” but the registration fee will not be refunded. Upon obtaining the “RC”, the kindergarten will no longer keep the school place for the child.

4-5/2025	Order school uniform ,school bag and take student's photo
6/2025	<u>Final Registration</u> ➤ Make book and miscellaneous fee payment ➤ Submit all school notices ➤ Apply for school bus service
7/2025	<u>Orientation Day</u> ➤ New student briefing ➤ Submit the photo of the applicant

Remarks:

- All personal information provided will only be used for admission related purpose and the registration fees will not be refunded.
- Please visit our school website for the most updated news about admission from time to time.

EDB's website on Admission Arrangements for Nursery (K1) Classes in Kindergartens

(https://www.edb.gov.hk/k1-admission_en)



Please Scan QR code for the Profile of Kindergarten and Kindergarten-cum-Child Care Centres of EDB.

<https://kgp2022.azurewebsites.net/edb/schoolinfo.php?lang=en&schid=6275&district=north&category=&voucher=&schoolname=&otherkeywords=&ctype=>

