

**嗇色園主辦可瑞幼稚園**  
HO SHUI KINDERGARTEN (SPONSORED BY SIK SIK YUEN)

**2024/25 學年幼兒班(K1)入學申請注意事項**

**索取申請表格方法 (不設申請表限額)：**

1. 於本園網頁(<http://www.hoshuikg.edu.hk>)下載
2. 親臨本園索取

**派發申請表格時段：**

1. 日期：全年派表
2. 時間：星期一至星期五(上午 9 時至下午 5 時)

**遞交申請表格 (不設限額收取入學申請表)：**

1. 日期：2023 年 6 月 5 日(星期一)開始
2. 時間：星期一至星期五(上午 9 時至下午 5 時)
3. 所需文件：入學申請表格  
身份證明文件(出世紙)副本  
針咭副本  
相片兩張  
回郵信封四個(請貼上足額郵票)
4. 遞交方法：親臨本園遞交  
連同所需文件郵寄至本園
5. 報名費：港幣 40 元正 (於遞交申請表格時一併收取)  
\*無論申請成功與否，報名費概不退還

**申請「幼稚園入學註冊證」<sup>1</sup>**

1. 政府已落實推行「免費優質幼稚園教育計劃」(下稱「計劃」)，每名可在本港接受教育的學童只會獲發一張註冊文件，而所有參加「計劃」的幼稚園，只可取錄持有有效註冊文件的學童。
2. 家長可向教育局申請「幼稚園入學註冊證」(下稱「註冊證」)。如申請人在遞交申請時已提供全部所需資料及文件，教育局一般可在六至八個星期內完成審核，並以郵遞方式發放「註冊證」給合資格接受「計劃」資助的申請人。有關申請細則可瀏覽教育局網頁。

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<sup>1</sup> 「註冊證」的有效期一般為三年。如家長安排子女接受超過三年的幼稚園教育，一般須支付未扣減計劃資助前的全額學費。在特殊情況下(例如相關註冊醫生或專業人士證明學童有特殊需要，以致其就讀幼稚園的年期需較一般的三年為長)，家長可向教育局申請延長「註冊證」的有效期。家長須清楚明白若安排子女重讀某一級別而延長幼稚園教育超過三年，一般須支付未扣減幼稚園教育計劃資助前的全額學費。

### 收生準則：

1. 面試表現
2. 申請人的兄弟姊妹現正在本園就讀獲優先考慮
3. 如申請全日班學位，有家庭需要的申請人可獲優先考慮  
(請留意由於學位所限，並非所有符合優先考慮的申請人均會獲取錄。)

### 面見安排：

1. 本園會安排面見所有申請入讀幼兒班的兒童
2. 面見日初步定於 2023 年 11 月進行，本園會另函通知家長。
3. 以個別面見形式進行面試
4. 家長須陪同兒童參與面見

**\*本校為所有兒童（不論其種族、性別、能力）提供平等的入讀機會，包括因應非華語兒童的文化習俗與本地並不盡相同而妥善處理他們的入學申請，例如提供英文版入學相關資料；另外，在面見非華語兒童時，學校會為有需要的兒童提供必要的英語或少數族裔語言傳譯及翻譯或接納懂中文的親友陪同會面。如有需要請致電 2448 0368 與本校聯絡。**

### 取錄結果公布：

本園將於 2023 年 12 月 1 日前以郵遞方式通知家長取錄結果

### 註冊安排：

1. 正選生：家長須於 2023 年 1 月 4 日至 6 日(「統一註冊日期」)內的指定時間到本園辦理註冊手續，並須提交「2024/25 註冊證」正本及繳交註冊費。
2. 備取生：本園會以書面形式通知家長，請家長於指定日期到校辦理註冊手續，並須提交「2024/25 註冊證」正本及繳交註冊費。
3. 家長請留意，如未能在指定的註冊日期提交有效的註冊文件，校方或未能為獲取錄兒童完成手續，因此家長務必於指定日期內向教育局申請相關註冊證。
4. 2024/25 學年的註冊費為：半日班港幣 970 元正 / 全日班港幣 1,570 元正。如 貴子弟入讀本校，本校將於開學後退回註冊費；但若家長於註冊後決定為子女轉校，請以書面通知本園。校方會退回相關註冊證，但註冊費將不獲退還。在取回註冊證後，本園亦不會再為該兒童保留學位。

### 【學校資料】

地址：新界元朗天水圍天瑞邨瑞勝樓地下

電話：24480368

網址：<http://www.hoshuikg.edu.hk>

電郵：[hoshuikg@siksikyuen.org.hk](mailto:hoshuikg@siksikyuen.org.hk)

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**Information on Admission to K1 Classes in the 2024/25 School Year**

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

1. Download from school website (<http://www.hoshuikg.edu.hk>)
2. Obtain from school in person

**Distribution Period:**

1. Date: Forms distributed throughout the year
2. Time: 9:00 a.m. to 5:00 p.m. (Mon to Fri)

**Return of Application Forms (No set quota for the Kindergarten):**

1. Return date: Start from 5 July 2023 (Mon)
2. Time: 9:00 a.m. to 5:00 p.m. (Mon to Fri)
3. Documents required: Application form  
Copy of birth certificate  
Copy of injection card  
2 photos of the applicant  
4 stamped addressed envelope
4. Return method: Submit the application form in person  
By post [together with the documents required]
5. Application: 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 “Registration Certificate for Kindergarten Admission”<sup>2</sup>**

1. The Government implement the “Free Quality Kindergarten Education Scheme”. 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”) from EDB (<http://www.edb.gov.hk>). Upon receipt of the applications with all necessary information and documents provided, EDB will generally take six to eight weeks to complete processing of the applications and issue the “RC” to applicants who are eligible for receiving subsidy under the Scheme by post. If a student cannot obtain an “RC” as he/she can receive education in Hong Kong but is not eligible for receiving subsidy under the Scheme<sup>1</sup>, EDB will then issue a “Kindergarten Admission Pass” (hereafter referred to as “AP”) to the student 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.

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<sup>2</sup> In general, the validity period of RC is three years. If parents arrange for their children to receive KG education for more than three years, parents have to pay full school fee before deduction of subsidy under the Scheme.

## **Admission Criteria**

1. Interview performance
2. The applicant with sibling(s) currently studying in the kindergarten will be given due priority consideration
3. The applicant from families in need will be given due priority consideration when applying for 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.)

## **Interview Arrangements**

1. The kindergarten will arrange interviews for all applicants
2. Interviews will be conducted during November 2023; parents will be notified by post.
3. Individual interviews will be arranged.
4. Parents should accompany their child for the interview.

\*The school provides equal opportunities for all children (regardless of their race, gender, or ability), including handling non-Chinese speaking children's cultural customs that are different from those in the local area and properly processing their admission applications, such as providing English version of admission related materials ; In addition, when meeting non-Chinese speaking children, the school will provide necessary English or minority language interpreters and translations for children in need or accept relatives and friends who understand Chinese to accompany the meeting. Please contact us at 2448 0368 if necessary.

## **Announcement of Admission Results**

We will inform parents of the K1 admission results before 1 December 2023 by post.

## **Registration Arrangements**

1. Successful applicants: Parents should complete the registration procedures for their child from 4 to 6 January 2024 (“Centralised Registration Dates”) by submitting the original of the “2023/25 RC” to the kindergarten and paying the registration fee.
2. Applicants on the waiting list: Parents will be notified by post. 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 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 application for the Registration Certificate to EDB within the specified period.
4. The registration fee for 2024/25 K1 place is HK\$970 (half day) / HK\$1,570 (whole day). The registration fee will be refund after the school start. Should parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return the “2023/24 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.

Enquiry:

Telephone no.: 24480368

Address: G/F, Shui Sing House, Tin Shui Estate, Tin Shui Wai, Yuen Long, N.T.

Website: <http://www.hoshuikg.edu.hk>

E-mail address: [hoshuikg@siksikyuen.org.hk](mailto:hoshuikg@siksikyuen.org.hk)