

# 鳳溪幼稚園

## 2021-2022 年度幼兒班入學申請注意事項

本校接受 2018 年出生的兒童報名

### 索取申請表格方法：

日期：2020 年 9 月 1 日(星期二)至 9 月 26 日(星期六)

1. 可於本校網頁下載 [www.fkkfungkai.edu.hk](http://www.fkkfungkai.edu.hk)
2. 親臨本校索取 (星期一至星期五：上午 9 時至下午 4 時 / 星期六：上午 9 時至下午 1 時)

### 遞交申請表格方法：

1. 日期：2020 年 9 月 25 日(星期五) 上午 9 時至下午 4 時  
2020 年 9 月 26 日(星期六) 上午 9 時至下午 1 時
2. 遞交方法：親臨本校辦理入學申請手續
3. 請填妥申請表格連同以下文件一併遞交：
  1. 兒童出生證明文件副本 (請帶同正本文件以供核實)
  2. 出示父母身份證明文件副本
  3. 免疫接種記錄副本(包括封面及內頁) (請帶同正本文件以供核實)
  4. 兒童近照兩張(其中一張貼於申請表格上)
  5. 回郵信封一個(請貼上足額郵票並寫上兒童姓名及通訊地址)
  6. 報名費現金港幣 40 元(無論申請成功與否，報名費概不退還)

備註：本校不會接受未能出示上述文件之申請。

### 面見安排：

1. 面見日期：2020 年 11 月 7 日(星期六)
2. 面見日期及時間由本校編定，未能按時出席者作放棄論。
3. 家長須陪同兒童參與面見。
4. 本校會安排面見所有申請入讀幼兒班的兒童。

### 收生準則：

1. 面見表現
2. 就近入學
3. 申請人的兄弟現正在本校或鳳溪屬校就讀獲優先考慮

### 取錄結果公布：

本校將於 2020 年 12 月 18 日前郵寄信函通知，家長亦可於本校網頁查閱取錄結果。

## 註冊安排：

1. 如獲取錄，家長須於 2021 年 1 月 7 日至 8 日內的指定時間親臨本校辦理註冊手續，並須提交「註冊證」正本及繳交註冊費。
2. 備取生：本校會發出通知，請家長於指定日期親臨本校辦理註冊手續，並須提交「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「註冊證」，本校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文件。
4. 2021/22 學年的註冊費為港幣 900 元正。如有關兒童入讀本校，本校會於 2021 年 9 月退回註冊費，但若家長於註冊後決定為子女轉校，請以書面通知本校。本校會退回相關「註冊證」，但註冊費將不獲退還。在取回「註冊證」後，本校亦不會再為該兒童保留學位。

## 申請「幼稚園入學註冊證」：

1. 在幼稚園教育計劃下，每名可在本港接受教育的兒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兒童。
2. 家長須於 2020 年 9 月至 11 月 期間為子女向教育局申請「幼稚園入學註冊證」。「註冊證」於本年 9 月開始接受申請，教育局已公布申請細則，並在教育局網頁([http://www.edb.gov.hk/k1-admission\\_tc](http://www.edb.gov.hk/k1-admission_tc))上載詳情。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。
3. 「註冊證」的介紹單張、申請表格及指引可以在各區民政事務處、郵政局或教育局區域教育服務處索取。表格及有關資料亦可在教育局網頁下載或透過教育局 24 小時電話查詢系統(電話號碼：2891 0088)以傳真方式索取。

## 教育局幼稚園幼兒班(K1)收生安排網頁：

[http://www.edb.gov.hk/k1-admission\\_tc](http://www.edb.gov.hk/k1-admission_tc)

查詢電話：2671 9919

# Fung Kai Kindergarten

## Information on Admission to K1 Classes in the 2021/22 School Year

### **Application Policy:**

Child born between: January – December 2018

### **Collection of Application Form:**

Date: 1 September 2020 (Tue) to 26 September 2020 (Sat)

1. Download from school website: [www.fkkgfungkai.edu.hk](http://www.fkkgfungkai.edu.hk)
2. Obtain from school in person (Mondays to Fridays: 9 am to 4 pm / Saturdays: 9 am to 1 pm)

### **Submission of Application Form:**

1. Date: 25 September 2020 (Fri) 9 am to 4 pm  
26 September 2020 (Sat) 9 am to 1 pm
2. Method: Submit the application form in person
3. Please fill in the application form with the following:
  1. A copy of applicant's birth certificate (Please bring the original documents for verification)
  2. Present a copy of parent's identity document
  3. A copy of Immunisation Record (include the cover and the content page)  
(Please bring the original documents for verification)
  4. Two recent photos (one attached to the application form)
  5. A self-addressed stamped envelope (marked with applicant's name)
  6. Application fee of HK\$40 in cash (non-refundable)

**Remarks: Incomplete applications will not be accepted.**

### **Interview Arrangement:**

1. Interviews will be conducted on 7 November 2020 (Sat).
2. Date & Time of interview will be arranged by school. Applicant who fails to attend the interview on time, the application shall be deemed to be withdrawn.
3. Parents should accompany their child for the interview.
4. The kindergarten will arrange interview for all applicants.

### **Admission Criteria:**

1. Interview performance.
2. The principle of vicinity.
3. The applicant with sibling(s) currently studying in the kindergarten or affiliated schools of Fung Kai will be given due priority consideration.

### **Notification of Application Result:**

Result will be mailed to parents and posted on school website before 18 December 2020.

## **Registration Arrangement:**

1. Successful applicants: Parents should complete the registration procedures for their child from 7 to 8 January 2021 by submitting the original of the “Registration Certificate” 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 of the “Registration Certificate” to the kindergarten and pay the registration fee.
3. Please be reminded that if parents cannot submit the “Registration Certificate” 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 2021/22 K1 place is HK\$900. If the child concerned studies in the kindergarten, the registration fee paid will be refunded in September 2021. Should parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return the “Registration Certificate” but the registration fee will not be refunded. Upon obtaining the “Registration Certificate”, the kindergarten will no longer keep the school place for the child.

## **Application for the “Registration Certificate for Kindergarten Admission”**

1. Under the 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” to EDB from September to November 2020. The “RC” will be open for applications in September 2020 and EDB will announce and upload the details of application onto EDB’s website ([http://www.edb.gov.hk/k1-admission\\_e](http://www.edb.gov.hk/k1-admission_e)) in due course. 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.
3. Information leaflets, application forms and guidance notes for the “RC” are available at District Offices, Post Offices or Regional Education Offices of EDB. Application forms and related documents may also be downloaded from the EDB’s website or obtained by fax via EDB 24-hour automatic telephone enquiry system at 2891 0088.

## **The EDB’s website on K1 Admission Arrangements in Kindergarten:**

[http://www.edb.gov.hk/k1-admission\\_e](http://www.edb.gov.hk/k1-admission_e)

**Enquiry: 2671 9919**