



2017-18 學年 收生程序

本校全年皆接受入學申請表，家長可於下列時間親臨本校索取及交回表格：

星期一至五	星期六
上午 10 時至中午 12 時 下午 3 時至 5 時	上午 10 時至中午 12 時

一、2017 年 9 月報讀 N 班程序

1. 幼兒年滿 12 個月便可報讀本校 N 班。
2. 擬定 2016 年 12 月約見申請者及其家長，本年度首輪面見 N 班名額約 100 位，面見日期 12 月 3 日(星期六)；並在 2 月底前通知取錄結果。
3. 獲取錄通知之家長，須於指定日期內繳交註冊費以辦理註冊手續，逾期者作放棄學位論。

二、2017 年 9 月報讀 K1 班程序

1. 幼兒年滿 18 個月便可報讀本校 K1 班。
2. 擬定 2016 年 11 月約見申請者及其家長。本年度首輪面見 K1 名額約 100 位，日期面見 11 月 12 日(星期六)；並在 2016 年 12 月底前通知取錄結果。
3. 獲取錄通知之家長，須於 2017 年 1 月 12 日至 14 日(教育局統一註冊日期)內到本校提交「2017/18 註冊證」正本及繳交註冊費以辦理註冊手續，逾期者作放棄學位論。
4. 現正就讀本校 N 班的學生，亦須辦理申請 K1 學位手續。
5. 家長請於 2016 年 9 月至 11 月期間自行向教育局申請「2017/18 註冊證」。

三、注意事項

1. 家長填妥報名表格及須交齊本校所需文件方可辦理入學申請，本校會向通知家長幼兒之輪候編號。
2. 每份報名表只供申請一個學年/班級之用。
3. 申請表格可親臨本校索取或於本校網頁下載。
4. 未被取錄面見者或取消輪候之兒童，申請人所遞交之申請表格及所有文件資料將不會發還及作即時銷毀。
5. 2017-2018 年度本校 K1 班學額約為 30 名。
6. 2017-2018 年度本校 N 班學額約為 22 名。
7. 本校將於面見時收取港幣\$30 作為報名費，無論結果取錄與否，報名費概不退還。
8. 面見時如需要傳譯/翻譯服務，請於預約的面見日期最少一星期前與本校聯絡。

四、約見及取錄準則與安排

- 認同本機構辦學理念及教學模式；
- 在同一年度，有兄弟姊妹在本校就讀申請者優先；
- 面見時表現；
- 社會性需要；
- 家居就近本校；
- 報名先後。

由於學位有限，並非所有符合優先考慮的申請均會獲取錄

備註

如獲取錄及完成註冊手續的兒童入讀本校，註冊費將視為首月入學的部份學費；但若家長於註冊後決定為子女轉校，請以書面通知本校申請退回相關註冊證，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。



YAN CHAI HOSPITAL WING LUNG KINDERGARTEN / CHILD CARE CENTRE

Admission Procedures of 2017/18 School Year

Applications for admission are processed all year round. Parents can obtain and return application forms at our school at the time specified below:

Monday to Friday	Saturday
10:00 a.m. to 12:00 noon / 3:00 p.m. to 5:00 p.m.	10:00 a.m. to 12:00 noon

A. N Class Admission Procedures (Entry of September 2017)

1. Children aged 12 months can apply for N Class.
2. The interview will be conducted on 3rd December 2016 with the applicant and parents. The quota of the first round of interviews is 100. The admission results will be announced before the end of February 2017.
3. Parents of successful applicants should complete the registration procedures on specified dates by paying the registration fee. Late registration will be deemed as an abandonment of the offer.

B. K1 Class Admission Procedures (Entry of September 2017)

1. Children aged 18 months can apply for K1 Class.
2. The interview will be conducted on 12th November 2016 with the applicant and parents. The quota of the first round of interviews is 100. The admission results will be announced by the end of December 2016.
3. Parents of successful applicants should complete the registration procedures on specified dates by submitting the original of "2017/18 Registration Certificate for Kindergarten Admission" and paying the registration fee from 12 to 14 January 2017 (Centralised Registration Dates set by the Education Bureau). Late registration will be deemed as an abandonment of the offer.
4. Current N Class students should also follow and complete the K1 application procedures.
5. Parents should apply for the "2017/18 Registration Certificate for Kindergarten Admission" in the Education Bureau from September to November 2016.

C. Important Notes

1. To complete the admission procedures, parents should complete an application form and submit all the required documents. We will send back the application number.
2. Application forms can be obtained from school in person or downloaded from school website.
3. Each application form is used for applying for one class in one academic year.
4. All application forms and related documents of unsuccessful candidates or those who remove themselves from the waiting list will not be returned; instead, they will be destroyed immediately.
5. The quota of K1 Class for the academic year 2017-2018 is 30.
6. The quota of N Class for the academic year 2017-2018 is 22.
7. An application fee of \$30 will be collected during interview. The application fee is non-refundable whether the application is successful or not.
8. Please inform us at least one week before the interview date if interpretation / translation service is required.

D. Interview and Admission Criteria

- Share the same belief and vision of our school
- The applicant with sibling(s) currently studying in the kindergarten in the same school year will be given due priority consideration
- Interview performance
- Social needs
- Application time
- Vicinity of our school

(As the number of school places is limited, please understand that not all applicants fulfilling the priority will be guaranteed a school place.)