嗇色園主辦可仁幼稚園
Ho Yan Kindergarten (Sponsored by Sik Sik Yuen)
_____年度入學申請表

Application Form for Admission in the_____School Year

只供本幼稚園填寫 For Official Use Only 申請編號 Application No. ：_____

甲部：申請人資料 (請在適用☐加上✓)
Part A：Applicant's Part (Please tick the appropriate box.)

中文姓名 Name in Chinese		英文姓名 Name in English				相片 Photo
出生日期 Date of Birth	年 Y 月 M 日 D	年 齡 Age		性 別 Sex	☐ 男 M ☐ 女 F	
出生地點 Place of Birth		國 籍 Nationality		宗 教 Religion		
出生證編號 Birth Certificate No.		電 話 Home Telephone				
住 址 Home Address						

申請者 Applicant ☐ 獨生子女 Single Child ☐ 在家中排行 Birth Order Among Sibling：_____ 兄/弟 Brother(s)：_____ 姊/妹 Sister(s)：_____

曾就讀之學校及班級 (如有) Kindergarten attended (if applicable) 學校名稱 Name of school：_____ 班級 Class：_____

乙部：家長或監護人資料
Part B：Parent/Guardian's Part

	姓名 Name	職 業 Occupation	公司電話 Office Phone No.	手提電話 Mobile No.	電郵地址 E-mail Address
父 親 Father					
母 親 Mother					
監護人 Guardian					

兄弟姊妹 / 親屬 現就讀或曾就讀本校 Sibling (s) / Relatives of applicant attending / having attended this Kindergarten	姓 名 Name	就讀班級/畢業年份 Class/Year of Graduated	與申請人關係 Relationship with Applicant

丙部：申請入讀 (在適用☐加上✓)
Part C：Apply for admission (Please tick appropriate box.)

申請入讀 Applying for Session： ☐ 上午班 A.M. ☐ 全日班 Whole-Day

報讀班級 Applying for Class： ☐ 幼兒班 K.1 ☐ 低班 K.2 ☐ 高班 K.3

若所編配的學位未如本人意願，本人 ☐ **願意** / ☐ **不願意** 接納校方的安排。
If the above allocation cannot be arranged, I ☐ will / ☐ will not accept the new arrangement.

注意事項： 此表格所提供的個人資料會用作處理幼稚園入學申請之用，申請程序完成後，所有提供的資料將被銷毀。根據個人資料(私隱)條例規定，申請人有權要求查閱、更正及更新其個人資料。如有查詢，請與幼稚園聯絡。

Note： Personal data in this form is provided for processing application for kindergarten admission. After completion of the application procedure, all information provided will be disposed of. In accordance with the Personal Data (Privacy) Ordinance, applicants have the right to access, correct and update their own personal data. Please approach the kindergarten for any enquiries.

與申請人關係 Relationship with Applicant：_____ 家長/監護人姓名 Name of Parent/Guardian：_____

日 期 Date：_____ 家長/監護人簽署 Signature of Parent/Guardian：_____

丁部：學校專用 〈由校方填寫〉
Part D：For Official Use Only

已遞交/繳交文件及費用 Required documents and fee：
1. 兒童出生證明文件正本及副本 Birth Certificate of the Child (Original & Copy) ☐
2. 兒童免疫接種記錄正本及副本(針咭) Immunisation Record of the Child (Original & Copy) ☐
3. 相片兩張 Two photos of applicant ☐
4. 回郵信封四個 Four stamped addressed envelope ☐
5. 報名費($40) Application Fee($40) ☐

編配班級 Class arrangement：
☐ 上午班 A.M. ☐ 全日班 Whole -Day
☐ 幼兒班 K.1 ☐ 低班 K.2 ☐ 高班 K.3

收表日期 Date received：_____

地址：香港鴨脷洲邨利添樓 D 座地下 網址：https://www2.siksikyuen.org.hk/education-services/kindergartens-and-child-care-centres/ho-yan
電話：2555 2191

嗇色園主辦可仁幼稚園
2025/26 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. 於嗇色園網頁下載 (http://www2.siksikyuen.org.hk)
2. 親臨本幼稚園索取

派發申請表格時段：

1. 日期：2024 年 8 月 1 日(星期四)開始
2. 時間：星期一至星期五(上午九時至下午五時三十分) /
   星期六(上午九時至下午一時)

遞交申請表格 (不設限額收取入學申請表)：

1. 日　　期：2024 年 8 月 1 日(星期四)開始
2. 時　　間：星期一至星期五 (上午九時至下午五時三十分) /
   星期六(上午九時至下午一時)
3. 遞交方法：親臨 / 郵寄至本幼稚園遞交申請表格【須連同下列文件】

   兒童出生證明文件副本
   相片兩張
   回郵信封 4 個
   兒童免疫接種記錄副本(針咭)
4. 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「2025/26 幼稚園入學註冊證」

1. 在幼稚園教育計劃（下稱「計劃」）下，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. 家長須於 2024 年 9 月至 11 月期間為其子女向教育局申請「幼稚園入學註冊證」(下稱「註冊證」)。「註冊證」會於 2024 年 9 月開始接受申請，屆時教育局會公布申請細則，並會在教育局網頁(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。如學童可於本港接受教育但不合乎資格接受計劃資助(註 1)而未能獲發「註冊證」，本局會為有關學童發出「幼稚園入學許可書」（下稱「入學許可書」），學童可憑「入學許可書」註冊並入讀參加計劃的幼稚園，惟其家長須按註冊入讀之幼稚園的收費證明書繳付未扣減計劃資助前的全額學費。

(註 1)：非本地兒童(例如持有擔保書的兒童、其父或母是持有學生簽證的兒童等)須獲得入境事務處處長的許可，才可在香港接受教育，但不會獲得計劃下的資助。

收生準則：

1. 家長認同嗇色園辦學宗旨、理念及學校發展方向
2. 面見表現
3. 家居就近本校
4. 現正就讀本校學生的弟妹獲優先考慮
5. 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. 本幼稚園會安排面見所有申請入讀幼兒班的兒童
2. 面見於 2024 年 11 月 2 日(星期六)進行
3. 以小組形式及個別面見
4. 家長須陪同兒童參與面見
5. 在面見非華語兒童時，學校可按需要為申請人安排傳譯及/或翻譯服務，或家長和兒童由懂中文的親友陪同會面，協助溝通。
   為非華語兒童家長而設的學校查詢電話號碼及電郵地址
   電話號碼：2555 2191
   電郵地址：info@hoyankg.edu.hk

取錄結果公布：

本幼稚園將於 2024 年 11 月 15 日前以郵遞方式通知家長幼兒班取錄結果。

註冊安排：

1. 正選生：家長須於 2025 年 1 月 2 日至 4 日(「統一註冊日期」)內的指定時間到本幼稚園辦理註冊手續，並須提交「註冊證」/「入學許可書」及繳交註冊費。
2. 備取生：本幼稚園會以郵寄方式發出通知，請家長於指定日期到本幼稚園辦理註冊手續，並須提交「註冊證」/「入學許可書」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」/「入學許可書」，本幼稚園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. 2025/26 學年的註冊費為港幣 970 元正(半日班)/港幣 1,570 元正(全日班)。如有關兒童入讀本校，本校會於 9 月退回註冊費，但若家長於註冊後決定為子女轉校，請以書面通知本幼稚園。本幼稚園會儘快退回「註冊證」/「入學許可書」，但註冊費將不獲退還。在取回「註冊證」/「入學許可書」後，本幼稚園亦不會再為該兒童保留學位。

查詢：

電話：2555 2191　　電郵：info@hoyankg.edu.hk

Ho Yan Kindergarten(Sponsored by Sik Sik Yuen)

Information on Admission to K1 Classes in the 2025/26 School Year

Collection of application Forms (No quota):

1. Download from Sik Sik Yuen website (http：//www2.siksikyuen.org.hk)
2. Obtain from school in person

Distribution Period:

1. Date: Start from 1/8/2024(Thursday)
2. Time: 9:00 a.m. to 5:30 p.m. (Mondays to Fridays) /
   9:00 a.m. to 1:00p.m. (Saturdays)

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

1. Period: Start from 1/8/2024(Thursday)
2. Time: 9:00 a.m. to 5:30p.m. (Mondays to Fridays) / 9:00 a.m. to 1:00 p.m. (Saturdays)
3. Return method: Submit the application form in person / by post【together with the documents required】 Copy of birth certificate
   Two photos of the applicant
   4 stamped addressed envelope
   Copy of Immunisation Record
4. Application fee : 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 "2025/26 Registration Certificate for Kindergarten Admission"

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 students holding a valid registration document.
2. Parents are required to submit an application for the "Registration Certificate for Kindergarten Admission" (hereafter referred to as "RC") to the EDB from September to November 2024.The "RC" will be open for applications in September 2024and the EDB will announce and upload the details of application onto the EDB's website (http://www.edb.gov.hk/k1-admission_e) in due course. Upon receipt of the applications with all necessary information and documents provided, the 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[1] , the 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.

1 Upon obtaining permission from the Director of Immigration, non-local children (such as children holding a form of recognizance, children whose parent(s) is/are holding a student visa, etc.) can receive education in Hong Kong but they are not eligible for subsidy under the Scheme.

Admission Criteria

1. Applicant's parents agree with the mission, philosophy and school development of Sik Sik Yuen
2. Interview performance
3. Applicant with residence close to our school
4. The applicant with sibling(s) currently studying in the KG will be given due priority consideration
5. The applicant from families in need will be given due priority consideration when applying for whole day (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 KG will arrange interview for all applicants
2. Interviews will be conducted on 2/11/2024(Saturday)
3. Group and individual interviews will be arranged
4. Parents should accompany their child for the interview
5. 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.

   Enquiry Telephone Number and Email Address for Parents of NCS Children

   Tel No：2555 2191

   Email address：info@hoyankg.edu.hk

Announcement of Admission Results

We will inform parents of the K1 admission results before 15/11/2024 by post.

Registration Arrangements

1. Successful applicants: Parents should complete the registration procedures for their child from 2 to 4 January 2025 ("Centralised Registration Dates") by submitting the "RC" / "AP" to the KG and paying the registration fee.
2. Applicants on the waiting list: Parents will informed by post and should complete the registration procedures for their child according to the specified date set by the KG. Parents are required to submit the "RC" / "AP" to the KG and pay the registration fee.
3. Please be reminded that if parents cannot submit the "RC" / "AP" during registration, the KG may not be able to complete registration for their child. Hence, parents are required to submit application for the registration document to the EDB within the specified period.
4. The registration fee for 2025/26 K1 place is HK$970(half day classes)/ HK$1,570(whole day classes) If the child concerned studies in the KG, the registration fee paid will be refunded in September. Should parents decide to change school after registration, please notify the KG in writing. The KG will return the "RC" / "AP" as soon as possible but the registration fee will not be refunded. Upon obtaining the "RC" / "AP", the kindergarten will no longer keep the school place for the child.

Enquiry

Our telephone no.: 2555 2191 Our e-mail address: info@hoyankg.edu.hk