

## 2019-20 學年幼兒班收生機制及程序

### (1) 入學申請資料

索取入學申請表方法

#### 1. 全年派發入學申請表格

(辦公時間：星期一至五，上午八時半至下午五時半；星期六，上午八時半至下午一時正)

#### 2. 不設限額派表

#### 3. 網上下載或到校索取表格

\*遞交入學申請表

\*\*全年收表

#### 4. 遞交方法：親臨遞交 (辦公時間：星期一至五，上午八時半至下午五時半；星期六，上午八時半至下午一時正) 或 郵寄遞交

#### 5. 遞交申請表時需連同出生證明書、相片 4 張、疫苗注射記錄副本，貼上\$2 郵票之回郵信封兩個並寫上幼兒中文姓名及地址一併交回。

### (2) 申請「幼稚園入學註冊證」

政府由 2017/18 學年起落實推行「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。

家長須於 2018 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」會於本年 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 ([www.edb.gov.hk](http://www.edb.gov.hk)) 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 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。

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。

### (3) 校本收生機制

#### 面見安排

所有遞交入學申請表之適齡入學幼兒均安排面見。

#### 面見形式

1. 由家長陪同
2. 小組活動及觀察

#### 取錄準則

1. 面見表現
2. 社會需要
3. 在校兄姊

#### 取錄結果公佈

\*申請結果會於 2018 年 12 月 21 日前以郵遞方式通知申請人取錄結果。

### (4) 註冊安排

獲取錄學生：家長須於 2019 年 1 月 10 至 12 日(「統一註冊日期」)內的指定時間到本校辦理註冊手續，並須提交「註冊證」/「入學許可書」正本及繳交註冊費\$1,000。

備取生安排及輪候：「統一註冊日期」後，如有學位，將按備取生表現輪次遞補學位。本校會發出通知，請家長於指定日期到本校辦理註冊手續，並須提交「註冊證」/「入學許可書」正本及繳交註冊費。

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。

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「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，本校亦不會再為該兒童保留學位。

## 九龍城浸信會慈愛幼稚園

電話：2327 6311

傳真：2351 0070

電郵：tszoikg@netvigator.com

地址：九龍慈愛邨正德樓地下

## (1) Information on Admission Application

Ways to distribute application forms:

1. Application forms are distributed throughout the year (Office hour : Monday to Friday, from 8:30am to 5:30pm; Saturday, from 8:30am to 1:00pm)
2. No quota
3. Download from school website or obtain from school in person

Return of Application Forms

1. Application forms are received throughout the year
2. Return method: Submit the application form in person (Office hour : Monday to Friday, from 8:30am to 5:30pm; Saturday, from 8:30am to 1:00pm) or by post [together with a copy of the birth certificate, 4 passport photos, vaccination record and two envelopes with affixed \$2 stamp, the Chinese name of the child and the current address]

## (2) Application for the “Registration Certificate for Kindergarten Admission”

1. The Government will implement the “Free Quality Kindergarten Education Scheme” (hereafter referred to as “Scheme”) starting from the 2017/18 school year. 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”) to EDB from September to November 2018. The “RC” will be open for applications in September 2018 and EDB will announce and upload the details of application onto EDB’s website ([www.edb.gov.hk](http://www.edb.gov.hk)) 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. 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.

<sup>1</sup>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.

### (3) School-based Admission Mechanism

#### Interview Arrangements

\*School-age children who submitted the applications can all be arranged to have interview.

#### Format of Interview

1. Parents should accompany their child for the interview.
2. Interview will be conducted in group activities and observation.

#### Admission Criteria

1. Interview performance
2. Social needs
3. The applicant with sibling(s) currently studying in the kindergarten

#### Announcement of admission results

The school will mail notification letters to applicants before **21 December 2018** by post.

### (4) Registration Arrangements

1. Successful applicants: Parents should complete the registration procedures for their child from **10 to 12 January 2019** ("Centralised Registration Dates") by submitting the "RC"/"AP" to the school and paying the registration fee HK\$1,000.
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 "RC"/"AP" to the school and pay registration fee.
3. Please be reminded that if parents cannot submit the "RC"/"AP" during registration, the school 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 specific period.
4. Should parents decide to change school after registration, please notify the school in writing. The school will return the "RC" / "AP" but the registration fee will not be refunded. Upon obtaining the "RC" / "AP", the school will no longer keep the school place for the child.

#### Enquiry:

KOWLOON CITY BAPTIST CHURCH TSZ OI KINDERGARTEN

Tel : 2327 6311

Fax: 2351 0070

E-mail : [tszoikg@netvigator.com](mailto:tszoikg@netvigator.com)

Address: G/F, Ching Tak Hse., Tsz Ching Est., Tsz Wan Shan, Kowloon.