



# 嗇色園主辦可立幼稚園

HO LAP KINDERGARTEN  
(SPONSORED BY SIK SIK YUEN)

香港九龍慈雲山慈樂邨樂信樓地下

G/F, Lok Shun House, Tsz Lok Estate., Tsz Wan Shan, Kowloon, HK.

電話/Tel: 2324 8201 傳真/Fax: 2328 4693



## 2024-2025 學年幼兒班(K1)入學申請注意事項

### 索取申請表格方法（不設申請限額）：

1. 親臨本校索取
2. 以郵遞方式索取
3. 於嗇色園網頁內下載

### 派發申請表格時段

1. 日期：2023 年 5 月 2 日(星期二)至 2023 年 10 月 27 日(星期五)
2. 時間：星期一至五 上午 9 時至正下午 5 時正  
星期六 上午 9 時正至下午 1 時正

### 遞交表格日期（不設限額收錄入學申請表）

3. 日期：2023 年 5 月 2 日(星期二)至 2023 年 10 月 27 日(星期五)
2. 時間：星期一至五 上午 9 時正至下午 5 時正  
星期六 上午 9 時正至下午 1 時正
3. 遞交方法：親臨／郵寄至本校繳交申請表格 【須連同所需文件(包括身份證明文件副本、針卡副本、證件相1張及回郵信封4個)】
4. 報名費：港幣40元正，無論申請成功與否，報名費概不退還

### 申請「2024/25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 2023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([https://www.edb.gov.hk/k1-admission\\_tc](https://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。如兒童可於本港接受教育但不合乎資格接受計劃資助而未能獲發「註冊證」，本局會為有關兒童發出「幼稚園入學許可書」，兒童可憑「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。



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## 收生準則：

1. 在讀學生之弟妹、畢業生子女/弟妹；
2. 父母為本校教職員；
3. 父母為嗇色園工作之職員；
4. 家長認同嗇色園辦學宗旨、理念及學校發展方向；
5. 居於同區；
6. 面試時學生及家長表現
7. 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. 本校會安排面見所有申請入讀幼兒班的兒童
2. 面見日設於2023年11月4日(星期六)進行，本校會另函通知家長
3. 以個別形式面見
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。如需要傳譯及/或翻譯服務請致電 2324 8201或電郵至本校holapkg@yahoo.com.hk與本校蔡書記聯絡。

## 取錄結果公布：

本幼稚園將於2023年12月15日或之前以郵遞方式通知家長幼兒班取錄結果。

## 註冊安排：

1. 取錄生：家長須於2024年1月4日至6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「2024/25註冊證」正本及繳交註冊費。
2. 備取生：本校會以書面方式發出通知，請家長於指定日期到本幼稚園辦理註冊手續，並須提交「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，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證。
4. 2024/25學年的半日班註冊費為港幣970元正、全日班註冊費為港幣1570元正。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。

## 查詢：

電話：2324 8201

電郵：holapkg@siksiyuen.org.hk / holapkg@yahoo.com.hk



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## **Information on Admission to K1 Classes in the 2024-2025 School Year**

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

1. Obtain from school in person
2. Request by post
3. Download from Sik Sik Yuen website

### **Distribution Period:**

1. Date: 2 May 2023 (Tuesday) to 27 Oct 2023 (Friday)
2. Time: 9 a.m. to 5 p.m. (Mondays to Fridays) / 9 a.m. to 1 p.m. (Saturdays)

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

1. Date: 2 May 2023 (Tuesday) to 27 Oct 2023 (Friday)
2. Time: 9 a.m. to 5 p.m. (Mondays to Fridays) / 9 a.m. to 1 p.m. (Saturdays)
3. Return method: Submit the application form in person / by post [together with the documents required (including soft copy of identity document / immunization record, one child's photo and 4 self-addressed stamped envelopes.)]
4. Application fee: HK\$40  
The application fee is non-returnable whether the application is successful or not.

### **Application for the "2024/25 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 children 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 2023. The RC will be open for applications in September 2023 and the EDB will announce and upload the details of application onto the EDB's website ([https://www.edb.gov.hk/k1-admission\\_e](https://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 child cannot obtain an RC as he/she can receive education in Hong Kong but is not eligible for receiving subsidy under the Scheme 2, the EDB will then issue a Kindergarten Admission Pass (hereafter referred to as "AP") to the child 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.

### **Admission Criteria**

1. The applicant with sibling(s) currently studying in the kindergarten will be given due priority consideration.
2. Parents are working in our kindergarten.



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3. Parents are the staff of Sik Sik Yuen.
4. Parents will need to acknowledge our kindergarten mission and follow our vision.
5. Living near in our kindergarten.
6. Interview performance.
7. 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. Our kindergarten will arrange interview for all applicants
2. Interviews will be conducted on 4 November 2023 (Saturday). We would notify parents by mail.
3. 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. Please contact our secretary, Ms Choi, at 2324 8201 or [holapkg@yahoo.com.hk](mailto:holapkg@yahoo.com.hk) if necessary.

## **Announcement of Admission Results**

We will inform parents of the K1 admission results before 15 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 "2024/25 RC" to our 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 post. Parents are required to submit the original of the "2024/25 RC" to our kindergarten and pay the registration fee.
3. Please be reminded that if parents cannot submit the "2024/25 RC" during registration, our 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 classes) / HK\$1,570 (whole day classes). Should parents decide to change school after registration, please notify the kindergarten in writing. Our kindergarten will return the "2024/25 RC" but the registration fee will not be refunded. Upon obtaining the "2024/25 RC", our kindergarten will no longer keep the school place for the child.

## **Enquiry**

Our telephone no.: 2324 8201

Our e-mail address: [holapkg@siksikyuen.org.hk](mailto:holapkg@siksikyuen.org.hk) / [holapkg@yahoo.com.hk](mailto:holapkg@yahoo.com.hk)