



## **Caritas Lions Club of Hong Kong (Pacific) Nursery School**

### **Information on Admission to K1 Class in the 2018/19 School Year**

#### **School Information**

Please click the school website (<http://lcns.caritas.org.hk/>) for more information.

#### **Application Procedures**

##### **1. Collection of Application Forms (No quota)**

Application forms can be obtained from school in person or download from school website:

[http://cc.caritas.org.hk/apply\\_2016.htm](http://cc.caritas.org.hk/apply_2016.htm)

##### **2. Return of Application Forms (No set quota)**

**i. Return Method:** Please submit the completed application form in person / by post together with the following documents required:

- ✓ a copy of the child's birth certificate
- ✓ four self-addressed stamped envelopes
- ✓ a crossed cheque for Application Fee HK\$40  
(made payable to "Caritas Lions Club of Hong Kong (Pacific) Nursery School" ). The application fee is non-returnable whether the application is successful or not.

##### **ii. Return Period:**

- ✓ Submit in Person : Monday to Friday 2:00p.m. to 4:00p.m. and  
Saturday 10:00 a.m. to 12:00 noon.
- ✓ Submit by Post : Please mark "Application for Admission" on the envelope .
- ✓ Application form and required documents should be submitted  
on or before **27th October 2017** . **Fax or e-mail application will not be accepted.**

#### **Interview Arrangement**

1. The Nursery School will arrange interview for all eligible applicant.
2. Interviews will be conducted on **11th November 2017 and 18th November 2017**. The interview schedule will be sent to all eligible applicants by post.
3. Group interviews will be arranged.
4. Parents are required to accompany their child for the interview.
5. Interview will be conducted in Cantonese.

#### **Admission Criteria and Factors for Consideration**

1. For K1 class: the child should be at least 2 years and 8 months old when she/he is admitted in

September 2018.

For N1 class: the child should be at least 2 years old when she/he is admitted in September 2018.

2. The alignment of the parents' view with our school mission and values.
3. Interview performance of the child.
4. The applicant from families in needs for whole day / long whole day edu-care service will be given due priority consideration.
5. The applicant with sibling(s) currently studying in our school will be given due priority consideration.
6. The applicant has sibling (s) of our school's graduated alumni.

As the number of school places is limited, please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place. Our school has the final interpretation and decision on the factors concerned.

### **Announcement of Admission Results**

We will inform parents of the admission results by post before **22nd December 2017** or within 4 weeks.

### **Registration Arrangements**

1. Successful applicants: Parents should complete the registration procedures for their child from **11 to 13 January 2018** ("Centralised Registration Dates") by submitting the original of the "2018/19 Registration Certificate (RC)" to our school and paying the registration fee.
2. The registration fee for 2018/19 is HK\$ 1,570. For those admitted children, the registration fee will be deducted from the school fee in September 2018.
3. If parents cannot submit the "2018/19 RC" during registration, our school may not be able to complete registration for the child. Hence, parents are required to submit application for the Registration Certificate to EDB within the specified period (September to November 2017).
4. Should parents decide to change school after registration, please notify to us in writing. We will return the "2018/19 RC" but the registration fee will not be refunded. Upon obtaining the "2018/19 RC", our school will no longer keep the school place for the child.
5. Applicants on waiting list will be notified if there were availability after the Centralised Registration Dates.

### **Enquiry**

Should there be any enquiry, please contact us at 2505 3553.

### **Information of Admission can be obtained from EDB website:**

\*Admission Arrangements for K1 Places in Kindergartens for the 2018/19 School Year

<http://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/index-4.html>

(To be filled in by School)
Ref. No. : ____ / ____ / ____
Registration Date : _____



**Caritas Pre-school Education & Child Care Service**  
**Caritas Lions Club of Hong Kong (Pacific) Nursery School**

(Photo)
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**Application Form**

20\_\_\_\_ - 20\_\_\_\_

Name (Chinese) \_\_\_\_\_ (English) \_\_\_\_\_ Sex \_\_\_\_\_

Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ (Yr/Month/Day) Place of Birth \_\_\_\_\_ HK Birth Certificate No. \_\_\_\_\_

Age \_\_\_\_\_ Religion \_\_\_\_\_ Native Place \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. \_\_\_\_\_ Email Address \_\_\_\_\_ Language used by parents \_\_\_\_\_

Nursery/Kindergarten attended \_\_\_\_\_ Class attended \_\_\_\_\_ Class Applied for \_\_\_\_\_

Any children/relative/friend attending/attended this school  Yes  No Name \_\_\_\_\_ Relationship w/ Children \_\_\_\_\_

**Details of Family Member(s)**

	<b>Father</b>	<b>Mother</b>	<b>Guardian</b>
Name (Chinese)			
Name (English)			
HKID No. (first 4 digits)			
Academic Qualification (Primary school/Secondary school/Tertiary Institute/Others)			
Occupation			
Office Tel No.			
Mobile Phone No.			
Working District			
Relationship with children	NA	NA	

**Other Relatives living together Children**(including unmarried children and dependent parents) :

Name	Sex	Age	Relationship w/Children	Occupation/Class Attending

(to be cont.)

**Way(s) of knowing our school :**  Relative(s) /  Friend(s) /  Website /  School Activity /  District Activity  
(Please indicate with "✓" in the appropriate boxes :)  Other (Please specify) : \_\_\_\_\_

**Reason(s) of selecting our school :**

\_\_\_\_\_

**Whether parents will apply for Fee Remission Scheme :**  Yes  No

Remarks :

\_\_\_\_\_

**Personal information collection statement**

- The personal data of you and your children collected by our Service will be used to provide appropriate service or assistance, to monitor, evaluate and improve our service quality.
- The information will be made available to our staff on a need-to-know basis. It may be disclosed to the relevant departments or organizations as requested when supporting services are applied from them.
- You can request for access to and correction of your or your children's personal data.

I hereby declare that all the above information is true and complete.

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

(FOR NURSERY SCHOOL/KINDERGARTEN USE ONLY)

Date of Admission : \_\_\_\_\_

Date of Discharged : \_\_\_\_\_

Reason of Discharged : Graduation/Removal/Other\_\_\_\_\_

Remarks : \_\_\_\_\_  
\_\_\_\_\_

Calculation of Fee Remission :

1. Total Family Income(Yearly) : \_\_\_\_\_ 2. Total Family Members : \_\_\_\_\_

3. Estimated Amount of Fee Remission Level :  100%  75%  50%  No Remission