



齋色園主辦可正幼稚園  
Ho Ching Kindergarten (Sponsored by Sik Sik Yuen)

20\_\_\_\_ - 20\_\_\_\_ 學年入學申請表  
Application Form for Admission in the School Year 20\_\_\_\_ - 20\_\_\_\_

\* 請在適用□加上✓ Please ✓ the appropriate box

甲部：申請入讀 Part A : Apply for admission

申請學制 Preferred Session	<input type="checkbox"/> 上午班 A.M.	<input type="checkbox"/> 全日班 Whole-Day
申請班級* Applied Class	<input type="checkbox"/> 幼兒班 K.1	<input type="checkbox"/> 低班 K.2 <input type="checkbox"/> 高班 K.3
如未能按申請意願編配 If the above allocation cannot be arranged, *		
<input type="checkbox"/> 本人 願意 接納校方的安排。I am willing to accept the new arrangement from school.		
<input type="checkbox"/> 本人 不願意 接納校方的安排。I will NOT accept the new arrangement from school.		

乙部：申請兒童個人資料 Part B : Personal particulars of applicant

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		<input type="checkbox"/> 男 M <input type="checkbox"/> 女 F
出生地點 Place of Birth			國籍 Nationality				宗教 Religion
出生證明書編號# Birth Certificate No.					電話 Home Telephone		
住址(中文) Home Address (Chi)							
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 : _____				
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			

# 如申請人持出生證明書以外的身份證明文件，請註明。If Identity Document(s) other than Birth Certificate of the applicant is used, please specify.

丙部：家長或監護人資料 Part C : Personal particulars of parent/guardian

	中文姓名 Chinese Name	職業 Occupation	手提電話 Mobile No.	電郵地址 E-mail Address
父親 Father				
母親 Mother				
監護人 Guardian				

丁部：其他資料 Part C : Personal particulars of parent/guardian

i. 幼兒的第一語言是：	<input type="checkbox"/> 廣東話	<input type="checkbox"/> 普通話	<input type="checkbox"/> 英語	<input type="checkbox"/> 其他：_____
ii. 幼兒的主要照顧者是：	<input type="checkbox"/> 父親	<input type="checkbox"/> 母親	<input type="checkbox"/> 外傭	<input type="checkbox"/> 祖父母 <input type="checkbox"/> 其他：_____
iii. 主要照顧者的第一語言是：	<input type="checkbox"/> 廣東話	<input type="checkbox"/> 普通話	<input type="checkbox"/> 英語	<input type="checkbox"/> 其他：_____
iv. 認識本校的渠道：	<input type="checkbox"/> 舊生/就讀學生家長介紹：_____		<input type="checkbox"/> 網上討論區	
	<input type="checkbox"/> 教育局學前機構質素評核報告		<input type="checkbox"/> 齋色園網頁	
	<input type="checkbox"/> 鄰里推薦：_____		<input type="checkbox"/> 幼稚園概覽 <input type="checkbox"/> 招生簡章	

注意：本人在申請表上所提供的一切資料均屬真確無誤，並純屬自願，以及只用於處理入學申請之用，並同意若申請人未獲取錄或自動放棄學位，有關資料將於一年內全部銷毀。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，請與學校聯絡。

Note : I hereby certify that the information provided is true, accurate and on a voluntary basis. I understand that all information provided to the school during the enrolment process will be treated confidentially. Records will be permanently destroyed within one year if I give up the enrollment or are not shortlisted. In accordance with the Personal Data (Privacy) Ordinance, applicants have the right to access, correct and update their own personal data. Please approach the School for any enquiries.

家長/監護人姓名  
Name of  
Parent/Guardian : \_\_\_\_\_

家長/監護人簽署  
Signature of  
Parent/Guardian : \_\_\_\_\_

日期  
Date : \_\_\_\_\_

## 申請手續 Application Procedures

1. 填妥入學申請表 Complete the application form.
2. 連同下列所需文件，於截止申請日期或之前親臨本校辦理報名手續，已繳之報名費恕不退還；  
Application form should be returned to our school in person together with the following documents on or before the application deadline. Upon application; application fees are not refundable.
  - 兒童出生證明文件正本（以供核對）及副本  
The original (for checking only) and copy of the child's birth certificate
  - 兒童免疫接種記錄正本（以供核對）及副本（針咭）  
The original (for checking only) and copy of the child's immunization record
  - 寫上住址、兒童姓名及貼上\$2.2 郵票的回郵信封五個  
5 Self-addressed and stamped envelopes
  - 報名費四十元正  
\$40 Application fee
3. 面試詳情將稍後以郵寄方式通知申請人  
Information regarding the interview will inform to the applicant later.
4. 如有任何查詢或擬以郵寄方式遞交申請資料，請與學校聯絡。If you have any enquiries or wish to hand in the application form by mail, please contact the school for detail.

本校地址：新界將軍澳廣明苑廣寧閣 F 座地下  
School Address：G/F, Kwong Ning Hse (Block F), Kwong Ming Court, Tseung Kwan O, N.T.  
電話 Telephone：2178 2244



### 以下由校方填寫 (FOR OFFICE USE ONLY)

已遞交 / 核對 / 繳交 文件及費用： 1. 兒童出生證明文件 正本 <input type="checkbox"/> 及副本 <input type="checkbox"/> 2. 兒童免疫接種記錄 正本 <input type="checkbox"/> 及副本 <input type="checkbox"/> 3. 回郵信封五個 <input type="checkbox"/> 4. 報名費 (\$40) <input type="checkbox"/>	收表日期：_____
	報名費收據編號：_____
	面試日期：_____ 年 _____ 月 _____ 日
獲編配： <input type="checkbox"/> 上午班 <input type="checkbox"/> 全日班 <input type="checkbox"/> 幼兒班 <input type="checkbox"/> 低班 <input type="checkbox"/> 高班	
註冊日期：_____ 年 _____ 月 _____ 日	入學日期：_____ 年 _____ 月 _____ 日
備註：	登記職員簽署：

# 嗇色園主辦可正幼稚園

## 2024/25 學年幼兒班(K1)入學申請注意事項

### (一) 索取申請表格方法 (不設申請表限額)：

- i. 親臨本校索取
- ii. 以郵遞方式索取
- iii. 登入嗇色園網頁 <http://www.siksikyuen.org.hk> 下載申請表格  
教育服務》了解更多 》幼稚園入學申請表 》可正幼稚園 》入學申請表

### (二) 派發申請表格時段：

- i. 日期：全年派發入學申請表格
- ii. 時間：星期一至星期五(上午九時至下午五時)  
星期六(上午九時至中午十二時)

### (三) 遞交申請表格 (不設限額收取入學申請表)：

- i. 日期：2023 年 5 月 2 日(星期二)開始
- ii. 時間：星期一至星期五(上午九時至下午五時)  
星期六(上午九時至中午十二時)
- iii. 遞交方法：親臨/郵寄至本幼稚園遞交申請表格 【須連同所需文件及報名費】
- iv. 報名費：港幣 40 元正(於遞交申請表格時一併繳交)，無論申請成功與否，報名費概不退還
- v. 帶備文件：出生證明書正本及副本、針卡正本及副本、證件相一張、回郵信封四個

### (四) 申請「幼稚園入學註冊證」

- i. 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。
- ii. 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(加入教育局網頁結連)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<sup>1</sup>而未能獲發「註冊證」，教育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。

<sup>1</sup>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。

## (五) 收生準則：

- i. 家長認同齋色園辦學宗旨、理念及學校發展方向
- ii. 面見表現
- iii. 居住將軍澳區
- iv. 優先考慮/處理
  - 現正就讀本校學生的弟妹
  - 畢業生的弟妹
  - 家長為本校職員
  - 齋色園屬轄學前教育機構職員及畢業生之子女
  - 如申請全日班，有家庭需要的申請人可獲優先考慮（請注意，由於學位有限，並非所有符合優先考慮的申請人均會獲取錄。）

## (六) 面見安排：

- i. 本幼稚園會安排面見所有申請入讀幼兒班的兒童
- ii. 面見於 2023 年 11 月 4 日(星期六)進行，詳情將會另函通知家長
- iii. 以小組形式及個別面見
- iv. 家長須陪同兒童參與面見
- v. 如新來港學生或非華語學生需要傳譯/翻譯服務，請致電或透過電郵與本校書記聯絡(電話：2178 2244；電郵地址：hochingkg@yahoo.com.hk)

## (七) 取錄結果公布：

本幼稚園將於 2023 年 12 月 15 日或以前以郵遞方式通知家長幼兒班取錄結果。

## (八) 註冊安排：

- i. 正選生：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。
- ii. 備取生：本幼稚園會個別發出通知，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。
- iii. 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。
- iv. 2024/25 學年的註冊費為港幣 970 元正(半日制)及 1570 元正(全日制)。如有關兒童入讀本校，已繳付之「註冊費」本校會在收取第一期學費內扣除或退還，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。

有關 2024/25 幼兒班(K1)收生安排，可參考教育局網頁：<https://www.edb.gov.hk/tc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/front.html>

電話：2178 2244

傳真：2178 1121

電郵：hochingkg@yahoo.com.hk

# Ho Ching Kindergarten (Sponsored by Sik Sik Yuen)

Information on Admission to K1 Classes in the 2024/25 School Year

## Collection of application Forms (No quota):

1. Obtain from school in person
2. By post
3. Download from Sik Sik Yuen website (<http://www1.siksikyuen.org.hk>)  
Educational Services > More > Kindergarten Admission

## Distribution Period:

1. Date: Form distributed throughout the year
2. Time: 9:00 a.m. to 5:00 p.m. (Mondays to Fridays), 9:00am to 12:00noon (Saturday)

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

1. Return date: Start from the working day of 2<sup>nd</sup> May 2023 (Tuesday)
2. Time: 9:00 a.m. to 5:00 p.m. (Mondays to Fridays) , 9:00am to 12:00noon (Saturday)
3. Return method: Submit the application form in person  
By post [together with the documents required]
4. Application: HK\$40 (to be paid together with the application form).  
The application fee is non-returnable whether the application is successful or not.
5. Documents required:
  - ✧ Application form
  - ✧ Copy of birth certificate
  - ✧ Copy of injection card
  - ✧ 1 photos of the applicant
  - ✧ 4 stamped addressed envelopes

## Application for the “Registration Certificate for Kindergarten Admission”

1. Education Bureau (EDB) have implemented the Free Quality Kindergarten Education policy from 2017/18 school year. Under the new Scheme, EDB will use the “Registration Certificate for Kindergarten Admission” as the document for registration in the 2024/25 school year. 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 2023. The “RC” will be open for applications in September every year and the EDB will announce and upload the details of application onto the EDB’s website ([http://www.edb.gov.hk/k1-admission\\_e](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 <sup>2</sup>, 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.

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<sup>2</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.

## 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. Priority consideration will be given if
  - The applicant with sibling(s) are currently studying in or have graduated from the school
  - Applicant's parent is the staff of the school or Sik Sik Yuen
  - The applicant from families in need will be given due priority consideration when applying for whole day classes. (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<sup>th</sup> November 2023 (Saturday). We would notify parents by mail.
3. Group and individual interview will be arranged.
4. Parents should accompany their child for the interview
5. If students from mainland or non-Chinese speaking students need interpretation /translation service, please contact our secretary at 2178 2244, or by email: [hochingkg@yahoo.com.hk](mailto:hochingkg@yahoo.com.hk) .

## Announcement of Admission Results

We will inform parents of the K1 admission results before 15<sup>th</sup> 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 the 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 the school. Parents are required to submit the original of the "2024/25 RC" to the kindergarten and pay the registration fee.
3. Please be reminded that if parents cannot submit the "2024/25 RC" during registration, the 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) / HK\$1570 (whole day) . Should parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return the "2023/24 RC" but the registration fee will not be refunded. Upon obtaining the "2024/25 RC", the kindergarten will no longer keep the school place for the child.

## EDB's website on Admission Arrangements for Nursery (K1) Classes in Kindergartens

(<https://www.edb.gov.hk/tc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/front.html>)

## Enquiry:

Telephone no.: 2178 2244

Fax no.: 2178 1121

E-mail address: [hochingkg@yahoo.com.hk](mailto:hochingkg@yahoo.com.hk)