

**C. A. S. M. P. Chen Lee Wing Tsing Kindergarten**  
**Information on Admission to K1 Classes in the 2025/26 School Year**

Requirement	K1 : Born on or before December 2022
Application Form Distribution Period	From 2 September 2024 (Monday) onwards
Collection of application Forms (No quota)	<ul style="list-style-type: none"> <li>✧ Download from school website (<a href="https://www.caclwtkg.edu.hk">https://www.caclwtkg.edu.hk</a>)</li> <li>✧ Obtain from school in person Mondays-Fridays 9:30 a.m.-5:30 p.m. Saturdays 9:30a.m. -12:30 p.m.</li> </ul>
Submission of Application Forms (No quota)	<p>Application will be accepted from 2 September 2024(Monday). All application forms should be submitted in person with the following documents and information:</p> <ol style="list-style-type: none"> <li>1. Completed Admission Application Form.</li> <li>2. A copy of the child’s birth certificate or residence approval documents from the Director of Immigration.</li> <li>3. Application fee: HK\$40 (not refundable)</li> <li>4. Submission time: Mondays-Fridays 9:30 a.m.-5:30 p.m. Saturdays 9:30a.m. -12:30 p.m.</li> </ol>
Admission Criteria	<ul style="list-style-type: none"> <li>✧ Interview performance of the applicant.</li> <li>✧ Enrollment in a nearby school .</li> <li>✧ The applicant’s sibling(s) currently studying in this kindergarten will be given priority consideration.</li> <li>✧ The applicant’s sibling(s) graduated in this kindergarten will be given priority consideration.</li> <li>✧ The applicant who studied Pre-Nursery level half year or above in this school will be given due priority consideration.</li> <li>✧ The applicant from families in need will be given due priority consideration when applying for whole day classes.</li> </ul> <p>(As the number of school places is limited, please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place.)</p>
Interview Arrangements	<ul style="list-style-type: none"> <li>✧ Interviews will be conducted on 1 November 2024 (Friday) and 2 November 2024 (Saturday).</li> <li>✧ The kindergarten will arrange interview for all applicants. Individual or group interviews will be arranged. One parent should accompany their child for the interview.</li> <li>✧ Please contact us at 2952 4488 if translation service is needed. ( For NCS children )</li> </ul>
Announcement of Admission Results	We will inform parents of the K1 admission results on 13 November 2024 by email.
Registration Arrangements	<ul style="list-style-type: none"> <li>✧ <b>Successful applicants:</b> Parents should complete the registration procedures for their child from 2 to 4 January 2025 (“Centralised Registration Dates”) by submitting the original of the “ RC” to the kindergarten and paying the registration fee.</li> <li>✧ <b>Applicants on the waiting list:</b> We will inform parents on 13 January 2025 by phone. Parents should complete the registration procedures for their child from 14 to 16 January 2025. Parents are required to submit the original of the “RC” to the kindergarten and pay the registration fee. Applicants who does not receive notification means we do not have school place left for the child.</li> <li>✧ 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.</li> <li>✧ The registration fee for 2025/26 K1 place is HK\$970(half day) / HK\$1,570(whole day). 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</li> </ul>

	<p>possible but the registration fee will not be refunded. Upon obtaining the RC / AP, the KG will no longer keep the school place for the child.</p>
<p>Application for the 「 Kindergarten Admission Registration Certificate 」</p>	<ol style="list-style-type: none"> <li>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 one registration document and all Scheme-KGs can only admit children holding a valid registration document.</li> <li>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 2024 and the EDB will announce and upload the details of application onto the EDB’s website (<a href="https://www.edb.gov.hk/k1-admission_e">https://www.edb.gov.hk/k1-admission_e</a>) 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, 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.</li> </ol> <p>✧ Admission Arrangements for Nursery (K1) Classes in Kindergartens for the 2025/26 School Year of EDB : <a href="https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/index-2.html">https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/index-2.html</a></p>
<p>Enquiry</p>	<p>Our telephone no.: 2952 4488  Our Whatsapp no.: 9573 8380  Our e-mail address: <a href="mailto:caclwtkind@biznetvigator.com">caclwtkind@biznetvigator.com</a>  Profile of our kindergarten:  <a href="https://kgp2021.azurewebsites.net/edb/SchoolPDF/523178e-0001.pdf">https://kgp2021.azurewebsites.net/edb/SchoolPDF/523178e-0001.pdf</a></p>