

Shau Kei Wan Methodist Kindergarten

2025/26 K1 Admission Arrangements

Year	Date	EDB	Shau Kei Wan Methodist Kindergarten
2024	Sept.	Applicants apply to EDB for the "Registration Certificate for Kindergarten Admission ("RC") (1) from September to November 2023.	<u>Application forms for eligible students</u> ⁽²⁾ will be distributed and received starting from 2 nd September.
	Oct.	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 eligible applications by post.	Interview notification will be sent by post before 18 th October, late submission of application form will be treated as alternate application, and their application form will only be processed when there is a vacancy in the school.
	Nov.		<u>K1 Interview</u> ⁽³⁾ from 2 nd November.
			Candidates' interview results will be released by post on 18 th November.
2025	Jan.	EDB will announce the no. of K1 vacancy at the end of January 2025.	<u>Registration day for K1 students</u> from 2 nd January to 4 th January. Parents must submit their child's "RC" (4) and the application fee ⁽⁵⁾ .
			<u>Registration day for alternate applicants</u> on 12 th January (Thursday).

(1) Applicants applying for 2025-2026 K1, must obtain "2025/2026 RC" for K1 Registration.

(2) Application procedures :

- A. The application form can be downloaded from our school website (<http://www.skwmk.edb.hk>) or collected from our school office in person (No limits).
- B. Please submit the application form (by post/in person) together with a photocopy of the child's birth certificate, photocopy of the child's immunization record, 4 recent photos of the child and 4 self-addressed stamped envelopes affixed with \$2.2 HK stamp.
- C. The application fee is \$40, and it is non-refundable and non-transferrable.
- D. Once registration is completed, all documents and application fee will not be refunded.
- E. Submission forms can be done from Monday to Friday (9:00 am - 4:00 pm) or Saturday (9:00 am - 12:00 noon)

(3) K1 Interview arrangement:

- A. All applicants have the opportunity of interview.

- B. Interview is conducted individually in Cantonese through games and simple conversation whilst teacher observe.
 - C. Applicants should be accompanied by ONE adult only.
 - D. For Non-Chinese speaking family, student could be accompanied by a parent and another family member who speaks Chinese for translating. A teacher from our school will also be present to translate briefly. (Non-Chinese speaking (NCS) parents enquiry hotline: 3156 2523 ; email: skwmk@netvigator.com)
 - E. Acceptance criteria :
 - 1. Parents who believe in the educational philosophy of the school.
 - 2. Performance on interview day.
 - 3. Applicants who have siblings graduated or currently studying at our school will be given priority.
 - 4. Results will be verified by The Kindergarten Admission Committee.
 - 5. The applicant from families in need will be given priority consideration when applying for whole day class. (As the number of school places is limited, please understand that **NOT** all applicants fulfilling the priority consideration will be guaranteed a school place.)
- (4) “2025/26 RC” will be used as K1 registration document, if parents are not able to provide “the RC”, the kindergarten might decline the child’s admission process.
- (5) The registration fee for 2025/26 K1 place is HK\$970 for a half day class and HKD\$1570 for a whole day class which will be deducted in September 2024. Should parents decide to forfeit the K1 placement after registration; the registration fee will not be refunded.
- (6) Should parents decide to change school after registration, please notify the KG in writing. The KG will return the Registration Certificate for Kindergarten Admission as soon as possible but the registration fee will not be refunded. Upon obtaining the Registration Certificate for Kindergarten Admission, the KG will no longer keep the school place for the child.
- (7) **Applicants on the waiting list:** If there is space available, our school will inform parents by post. 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 copy of the 2025/26“RC” to the kindergarten and pay the registration fee