



## **Women's Welfare Club, Western District H.K. Ap Lei Chau Kindergarten Information on Admission to K1 Classes in the 2024/25 School Year**

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

1. Download from school website ([www.alcnursery.org.hk](http://www.alcnursery.org.hk))
2. Obtain from school in person 8:00am –6:00pm (Mondays to Fridays) /  
8:00am –1:00pm (Saturdays)



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

1. Date: Unlimited time
2. Time: 8:00am –6:00pm (Mondays to Fridays) / 8:00am –1:00pm (Saturdays)
3. Return method: Submit the application form in person / by post together with the documents required (including identity document, 5 return envelopes with enough amount of stamps(\$2.20).
4. Application fee: Registration fee is free

### **Application for the "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.





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### **Admission Criteria**

1. The applicant with sibling(s) currently studying in kindergarten will be given due priority consideration.
2. The applicant from families in need will be given due priority consideration when applying for whole day / long whole day classes
3. Interview performance

\*\* (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. The kindergarten will arrange interview for all applicants
2. Interviews will be conducted on [2 December 2022](#)
3. Group and or individual interviews will be arranged
4. Parents should accompany their child for the interview
5. If parents need translation services, please contact the kindergarten at 2554 3470



### **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 "RC" to the kindergarten and paying the registration fee.
2. Applicants on the waiting list: The kindergarten will send a notification by phone or post after the "centralized registration date". 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 "RC" to the kindergarten and pay the registration fee.
3. Please be reminded that if parents cannot submit the "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\$1,500. Should parents decide to change school after registration, please notify the kindergarten in writing.  
The kindergarten will return the "RC" but the registration fee will not be refunded. Upon obtaining the "RC", the kindergarten will no longer keep the school place for the child.

### **Enquiry**

Our telephone no.:2554 3470

Our e-mail address: [apleichaudn@yahoo.com.hk](mailto:apleichaudn@yahoo.com.hk)

