



Yan Oi Tong Dan Yang Wing Man Kindergarten

Information on Admission to K1 Class 2019 / 2020

- ★ Application form is available online for download from our school website or obtain from school in person.
<http://ppe.yot.org.hk/kg4> (no limit for form distribution)
 - ★ Submission of application form:
Submit the application form **in person** or **by post** to our school together with the documents required. (Sending by fax or email is not acceptable)
Office hour : 9 a.m. - 5:00 p.m. (Mondays to Fridays)
9 a.m. - 1:00 p.m. (Saturdays)
Documents required : - two recent photos (one posted on the application form)
- birth certificate original and with a copy
- immunization record original and with a copy
- 3 self-addressed stamped envelopes (with \$2 postage)
- application fee \$40 to be collected together with the application form. (application fee is non-returnable whether the application is successful or not)
 - ★ Submit the application form on or before 17/ 11/ 2018
(Application submitted after the above date will be placed on the waiting list. Interview will be arranged when there is a vacancy.)
 - ★ Interview arrangements: Interview will be conducted on 17/11/2018.
 - notification will be sent by post to the applicants who submitted forms on or before 17/11/2018
 - group interviews, accompanied by one parent or guardian.
 - admission criterion : Interview performance.
 - preferential conditions : Sibling(s) currently studying in our school. Sibling(s) graduated from our school. Students of nursery class in our school. Parents are staff members of our organization. Families in need will be given due priority consideration applying for the whole day classes.
 - ★ Announcement of admission results: Notice will be put on school main door on 19/11/2018, and sent by post to successful applicants and applicants on the waiting list on or before 30/11/2018.
 - ★ Registration procedures:
Successful applicants should complete the registration procedures from 10/01/2019 to 12/01/2019, the “Centralised Registration Dates” by submitting the original of the “Registration Certificate/ Kindergarten Admission Pass” to our kindergarten and pay the registration fee \$970 (half-day classes) / \$1570 (whole-day classes).
If parents decide to change to another school after registration, please notify our kindergarten in writing. We will return the “RC” but the registration fee will not be refunded. And we will no longer keep the school place for the child.
When there are still some available places after “Centralised Registration Day”, applicants on the waiting list will be notified and arranged for registration.
- * For enquires or interpretation/ translation services, please call : 2706 0827