



The Baptist Convention of Hong Kong Rotary Club of Hong Kong Northwest Kindergarten

Information on Admission to K1 Classes in the 2023/24 School Year

1. Admission Criteria

- 1) Applicants with sibling(s) currently studying in the kindergarten will be given due priority consideration
- 2) Applicant from families in need will be given due priority consideration when applying for Whole-day classes
- 3) Applicants who lives in Tseung Kwan O district will be given due priority consideration
- 4) Interview performance

(As number of admission slots are limited, please understand that not all applicants fulfilling priority consideration criteria will be guaranteed a slot.)

2. Application Procedure

Please submit the following documents in person/ by mail to the kindergarten.

- 1) Application form (Blank Form could be downloaded from the kindergarten website (<http://www.bcrotyclubkg.edu.hk/>) or collected from the kindergarten within office hours)
- 2) Identity documents (Copy of Birth Certificate) and Child's photos
- 3) Five long, white envelopes with full stamp (HKD \$4.40) paid (marked with Child's full Chinese name on each envelope)
- 4) Application fee at HKD \$40.00
(non-refundable, regardless of the application result).

3. Interview Arrangement

- 1) The kindergarten will arrange interviews for all applicants
- 2) Interviews will be conducted on **12th November 2022(SAT)** and invitation notices for the interview will be sent by mail.
- 3) Group and/or individual interviews will be arranged
- 4) Parents should accompany their child for the interview
- 5) Please contact us at 2703 0981 if interpretation / translation service if required

Announcement of Admission Results

We will inform parents of the K1 admission results before 16th December 2022 by post.

4. Registration Arrangement

- 1) Successful applicants: Parents should complete the registration procedures during the **5th to 7th January 2023** (“Centralized Registration Dates”), submit the “RC” / “AP” to the kindergarten and pay the registration fee.
- 2) Applicants on the waiting list: We will inform parents by post and parents should complete the registration procedures for their child according to the specified date set by the KG. Parents are required to submit the RC / AP to the KG and pay the registration fee.
- 3) Please be reminded that if parents cannot submit the “RC” / “AP” during registration, the kindergarten may not be able to complete registration for their child. Hence, parents are required to submit application for the registration document to the EDB during **September to November 2022**. For details please refer to the EDB website. (<https://www.edb.gov.hk/tc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/index.html>)
- 4) The registration fee for 2023/24 K1 place are HK\$970 for the Half-day class and HK\$1570 for the Whole-day class.
- 5) The registration fee will be refunded within the first month of the school year if the offer is accepted. Should parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return the “RC” / “AP” but **the registration fee will not be refunded**. Upon receipt of the “RC” / “AP” by the parents, the kindergarten will no longer keep the admission slot for the child.

Enquiry

Telephone No: 2703 0981

E-mail address: northwestkg@hotmail.com

Office hours:

9 a.m. to 5 p.m. (Mondays to Fridays)

9 a.m. to 12 noon (Saturdays)

Note*

RC means “Registration Certificate for Kindergarten Admission “

AP means “Kindergarten Admission Pass”