

# **Pentecostal Church of Hong Kong Tai Wo Nursery School**

## **Information on Admission to K1 Classes in the 2025/26 School Year**

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

1. Download from school website.
2. Obtain from school in person.

### **Distribution Period:**

1. Application forms are open for the whole year.
2. Time: 9:00 a.m. to 5:00 p.m. (Mondays to Fridays) /  
9:00 a.m. to 12:00 p.m. (Saturdays)  
**【Except School holidays】**

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

1. Period: Admission applications are accepted throughout the year.
2. Time: 9:00 a.m. to 5:00 p.m. (Mondays to Fridays) /  
9:00 a.m. to 12:00 p.m. (Saturdays)  
**【Except School holidays】**
3. Return method: Submit the application form in person, together with the following documents required.
  - Birth Certificate copy
  - 1 Photo (please affixed to the application form)
  - 3 Mail envelope (please attach enough local postage stamps, fill in the applicant's mailing address and Student Name.)
4. Application fee (if applicable): HK\$40 (to be collected together with the application form). The application fee is non-returnable whether the application is successful or not.

### **Application for the “Registration Certificate for Kindergarten Admission”**

1. The Government will implement the “Free Quality Kindergarten Education Scheme” (hereafter referred to as “Scheme”) starting from the 2017/18 school year. Each child who can receive education in Hong Kong will only be issued a registration document and all Scheme-KGs can only admit students 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 EDB **from September to November 2024**. The “RC” will be open for applications **in September 2024** and EDB will announce and upload the details of application onto EDB's website in due course. 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 applicants who are eligible for receiving subsidy under the Scheme by post. If a student cannot obtain an “RC” as he/she can receive education in Hong Kong but is not eligible for receiving subsidy under the Scheme<sup>1</sup>, EDB will then issue a “Kindergarten Admission Pass” (hereafter referred to as “AP”) to the student 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.

<sup>1</sup> Upon obtaining permission from the Director of Immigration, non-local children (such as children holding a form of recognizance, children whose parent(s) is/are holding a student visa, etc.) can receive education in Hong Kong but they are not eligible for subsidy under the Scheme.

## **Admission Criteria**

1. Interview performance.
2. The applicant or The applicant with sibling(s) currently studying in the kindergarten will be given due priority consideration.
3. The applicant from families in need will be given due priority consideration when applying for whole day / long whole day classes.  
(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 announced later. We will inform parents by post.
3. Group and/or individual interviews will be arranged.
4. Parents should accompany their child for the interview.
5. Please contact us at 2650 0200 if interpretation / translation service for NCS students.

## **Announcement of Admission Results**

We will inform parents of the K1 admission results by post. (will be announced later)

## **Registration Arrangements**

1. **Successful applicants:** Parents should complete the registration procedures for their child (“Centralised Registration Dates” will be announced later from Education Bureau) by submitting the “RC” / “AP” to the kindergarten and paying the registration fee is HK\$1,570.00.
2. **Applicants on the waiting list:** The school will notify by phone. Parents should complete the registration procedures for their child according to the specified date set by the school. Parents are required to submit the “RC” / “AP” to the kindergarten and pay the registration fee is HK\$1,570.00.
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 EDB within the specified period.
4. The registration fee for 2025/26 K1 place is HK\$1,570. If the child concerned studies in the kindergarten, the registration fee paid will be refunded in September. 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 obtaining the “RC” / “AP”, the kindergarten will no longer keep the school place for the child.

## **Enquiry**

Our telephone no.: 2650 0200

Our e-mail address: tai.wo.ns@pchk.org.hk