

# ELCHK Nam Cheong Kindergarten

## Information on Admission to K1 Classes in the 2026/27 School Year

### **How to collect application forms (No quotas):**

1. Apply online
2. Download from the school website
3. Obtain form directly from school in person

### **Application Form Distribution Period:**

1. Date: School open day
2. Time: Monday to Friday (9:00 AM – 5:00 PM), Saturday (9:00 AM – 12:00 NN)

### **Submission of Application Forms (No quotas):**

1. Date: School open day
2. Time: Monday to Friday (9:00 AM – 5:00 PM), Saturday (9:00AM – 12:00 NN)
3. Submission Method: Submit the form in person [together with all documents required]
4. Application fee: HKD \$40 (to be collected together with application form). Application fee is non-refundable whether application is successful or not.

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

1. Under the “Free Quality Kindergarten Education Scheme” (hereafter referred to as “the scheme”), each child who is eligible to receive education in Hong Kong will only be issued one registration document. All kindergartens under the scheme can only admit children who are holding a valid registration document.
2. Parents are required to apply for the “Registration Certificate for Kindergarten Admission” (hereafter referred to as “certificate”) from the Education Bureau from September to November of 2025. The certificate will be open for application from September, 2025 and EDB will announce and upload the application details to the EDB website ( <https://eform.cefs.gov.hk/form/edb005/en/> ) in due course. Upon receipt of the application with all required information and documents provided, the EDB will normally take 6-8 weeks to process the application and issue the certificate to applicants who are eligible for the scheme by post. If the student cannot get the certificate as s/he is eligible to receive education in Hong Kong but not qualified to receive the scheme subsidy\*, the EDB will issue a “Kindergarten Admission Pass” (hereafter referred to as “AP”) to the student. The student can still register and be admitted to the kindergartens under the scheme with the AP but parents are required to pay full school fees of the admitted kindergarten as shown on the Fees Certificate before the deduction of subsidy under the scheme.

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\*Non-local children (such as children holding a form of recognizance, children whose parent(s) is/are holding a student visa, etc.) can only receive education in Hong Kong upon obtaining permission from the Director of Immigration but they are not eligible for subsidy under the scheme.

### **Admission Criteria:**

1. Performance on interview day.
2. Applicants with sibling(s) studying in the kindergarten will be given priority to consideration.
3. Applicants with family needs will be given priority to consideration if applying for whole day classes.

### **Interview Arrangements:**

1. Our kindergarten will arrange interview for all K1 applicants.
2. The interview date will be announced soon. Our school will notify parents in letter format.
3. Group interview will be arranged.
4. Parents need to accompany children for the interview.
5. Non-Chinese speaking parents and children are welcome to bring along relatives who know Chinese for the interview for communication means. If English interpretation/ translation service is needed, please call our school for assistance.

### **Announcement of Admission Results:**

Our kindergarten will inform parents of the K1 admission results before 1<sup>st</sup> December, 2025 by post.

### **Registration Arrangements:**

1. Successful applicants: Parents should complete the registration procedures for their child on the Centralized Registration date (To be announced by the Education Bureau) by submitting the Registration Certificate/Admission Pass and the registration fee payment.
2. Applicants on waiting list: We will notify parents individually by phone. Parents should complete the registration procedures in a specified date to the school and submit the Registration Certificate/Admission Pass and the registration fee payment.
3. Please be reminded that if parents cannot submit the Registration Certificate/Admission Pass within the specified period, our school might be unable to finish the application procedure for your child. Please apply for the registration documents from the EDB before the specified date.
4. The registration fee for year of 2026/27 K1 place is HK\$970 (half day) & HK\$1570 (full day). If your child officially studies at our school, we will refund the fee in October. If parents decide to change your child's school after the registration, please notify us by letter. We will return the certificate/admission pass as soon as possible but the registration fee will not be refunded. After you have obtained the certificate/pass back, our school will no longer reserve the school place for your child.

### **Enquiries:**

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