

(1) Note on application for admission

Number of new students: 30 children for each K1 class in A.M. & P.M. session, a total of 120 children.

The number of new children for K2 and K3 classes varies according to different situations in each year.

Minimum age: K1 (2 years 8 months), K2 (3 years 8 months), K3 (4 years 8 months)

Obtaining or return application form: Obtain from school in person (1/F.,Yau Tong Road, Kwun

Tong, Kowloon) or download or fill in from school website (www.stakg.edu.hk)

Date: 1st September 2023 or after (Public holidays closed)

Time: 9:00 a.m. to 5:00p.m. (Monday to Friday)

9:00a.m. to 12:30p.m. (Saturday)

No set quota for number of obtaining or returning application forms

(2) Note on returning application form

Please submit the following documents / certificates in person. If parents will submit the application form through online or post, please also submit the copy of all documents to school. We will inform parents to submit the original documents, photos, self-addressed envelopes, pay the application fee. The interview time will be notified after submitting all the documents.

- 2.1) Completed application form
- 2.2) Original and photocopy of the child's birth certificate or **the one of the following valid identity documents** proving that he / she has the right of abode in Hong Kong.
 - 2.2.1) HKSAR Re-entry Permit
 - 2.2.2) HKSAR Document of Identity for Visa Purposes (Pages 1-3)
 - 2.2.3) HKSAR Passport
 - 2.2.4) HK Identity Card
 - 2.2.5) One-way Permit
 - 2.2.6) An entry permit issued by HKSAR, or a valid travel document issued by the other country / region, a valid HK residence permit without any conditions of stay (except the period of stay)
 - 2.2.7) Permit to Remain in HKSAR (ID235B)
- 2.3) Original and photo copy of immunization record
- 2.4) Three 1.5" X 2" Passport Photos
- 2.5) Application fee HK\$40 (to be collected together with the completed application form). The application fee is non-refundable whether the application is successful or not.
- 2.6) Three self-addressed stamped envelopes. The envelopes should be 9 inches in length, two with HK\$2.20 stamps and one with \$7.90 stamps.
- 2.7) Catholicism certificate and copy (if the child or parents are baptized.)
- 2.8) Proof of sibling(s) who is studying or has graduated from the kindergarten (please provide true and photocopy of the first page of school handbook or graduation certificate)
- 2.9) Parents may show their preference for their children to attend AM or PM class. But the kindergarten will make the final decision depending on the availability of school places.
- (3) Application for the "2024/25 Registration Certificate for Kindergarten Admission"

Parents are required to submit an application for the "2024/25 Registration Certificate for Kindergarten Admission" (hereafter referred as "2024/25 RC") to EDB **from September to November 2023**. The "2024/25 RC" will be opened for applications in September 2023. Application forms and guidance notes are available at District Offices, Post Offices and the Regional Education Offices of the EDB. They can also be downloaded from the EDB's website (www.edb.gov.hk).

(4) Admission Criteria

- 4.1) Interview performance
- 4.2) Applicants with sibling(s) currently studying in or formerly graduated from the kindergarten will be given higher priority.

(5) Interview Arrangements

- 5.1) The kindergarten will arrange interviews for all applicants.
- 5.2) Interviews will be conducted on 4th November 2023. The interview time will be notified after submitting all the documents.
- 5.3) Two parents should accompany their children for the interviews.
- 5.4) Interviews will arrange individual format with teachers and parents, please reserve around 30 minutes for the whole process.
- 5.5) We arrange interpretation and/or translation service for Non-Chinese Speaking(NCS) student as necessary, or allow parents and children to be accompanied by a Chinese speaking relative/friend during the interview to facilitate communication.

(6) Hygiene Facilities

We have installed Plasma Ions Air Cleaner UVC Plasma Air Purifier Fan in the library, activity room and every classroom, and have each washroom is equipped with an Elegant Scent Diffusion System. Moreover the school set up Touch Free Sanitizer Dispenser at the entrance. Everyone monitor body temperature and sanitize hands before entering the school.

(7) Announcement of Admission Results

We will inform parents of the admission results before 15th December 2023 by post.

(8) Registration Arrangements

- 8.1) Successful applicants: Parents should complete the registration procedures for their children from 4th to 6th January 2024 ("Centralised Registration Dates") by submitting the original copies of the "RC" to the Kindergarten and paying the registration fee to the kindergarten.
- 8.2) Applicants on the waiting list: Applicants who are on the waiting list, we will send an alternative notice by post. If the applicants get a place in the future, we will immediately notify the parents by phone to go through the reservation procedures for your child. Parents should complete the registration procedures for their children according to the date specified by the school. Parents are required to submit the original of the "RC" to the kindergarten and pay the registration fee as well.
- 8.3) Please be reminded that if parents cannot submit the "RC" during the registration process, the kindergarten may not be able to complete the registration for their children. Hence, parents are reminded to submit applications for the Registration Certificate to EDB within the specified period.
- 8.4) The registration fee for 2024/25 is HK\$970. If the child concerned studies in the kindergarten, the registration fee paid will be refunded in September 2024. Should parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return but the registration fee will not be refunded. Upon obtaining the "RC", the kindergarten will no longer keep the school place for the child.

If you have any enquiry or want know more about us, please visit www.stakg.edu.hk or

