



基督教香港崇真會安仁幼兒學校  
Tsung Tsin Mission of Hong Kong On Yan Nursery School

2024/25 年度幼兒入學申請表

Application Form for Admission in the 2024/25 School Year

一. 幼兒資料 Applicant's Particulars

表格編號：\_\_\_\_\_

中文姓名： Name in Chinese		性別： Sex		相片 Photo
英文姓名： Name in English		宗教信仰： Religion		
出生日期： Date of Birth		出生地點： Place of Birth		
出生證明書號碼： Birth Certificate No.		申請班級： Applying for Class	<input type="checkbox"/> 預備班 PN <input type="checkbox"/> 低班 K2	<input type="checkbox"/> 幼兒班 K1 <input type="checkbox"/> 高班 K3
住址： Home Address				
電話： Telephone No.		電郵地址： Email Address		
主要照顧者： Main Caregiver		家中常用語言： Spoken language at home		

二. 家庭成員資料 Family Member's Particulars

姓名 Name	與幼兒關係 Relationship with applicant	教育程度 Education Level	職業 Occupation	日間聯絡電話 Contact Telephone No.
	父親 Father			
	母親 Mother			

三. 其他聯絡人資料(如適用) Other Contact Person (If applicable)

姓名 Name	與幼兒關係 Relationship with applicant	日間聯絡電話 Contact Telephone No.

四. 其他資料 Other Information

家長選擇本校原因： Reason for choosing our school	
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填表人姓名  
Name of Parent/Guardian : \_\_\_\_\_

填表人簽名  
Signature of Parent/Guardian : \_\_\_\_\_

日期  
Date : \_\_\_\_\_

注意事項 Point to Note:

此表格所提供的個人資料會用作處理幼兒學校入學申請之用。根據個人資料(私隱)條例規定，申請人有權要求查閱、更正及更新其個人資料。如有查詢，請與學校聯絡。

Personal data in this form is provided for processing application for nursery school admission. In accordance with the Personal Data (Privacy) Ordinance, applicants have the right to access, correct and update their own personal data. Please approach the nursery school for any enquiries.

## 遞交入學申請表備忘

### Notes on Submitting Application Form

1. 家長填妥申請表後，請連同(i) 行政費 \$40；(ii) 兒童出生證明書副本；(iii) 免疫接種紀錄(針卡)副本（正、背面）；(iv) 相片一張（貼在報名表上）；及（v）貼上足夠郵票之回郵信封四個郵寄或親臨遞交至本校。

Parents must submit the application form to school in person or by post with (i) an administration fee of \$40; (ii) a copy of child's birth certificate; (iii) a copy of immunization record (vaccination record card including page with the child's name) ; (iv) a photo (adhered to application form); and (v) 4 self-addressed envelopes with sufficient postage attached respectively.

2. 支票抬頭為「基督教香港崇真會安仁幼兒學校」，所繳交之費用，不論取錄與否，概不退回。

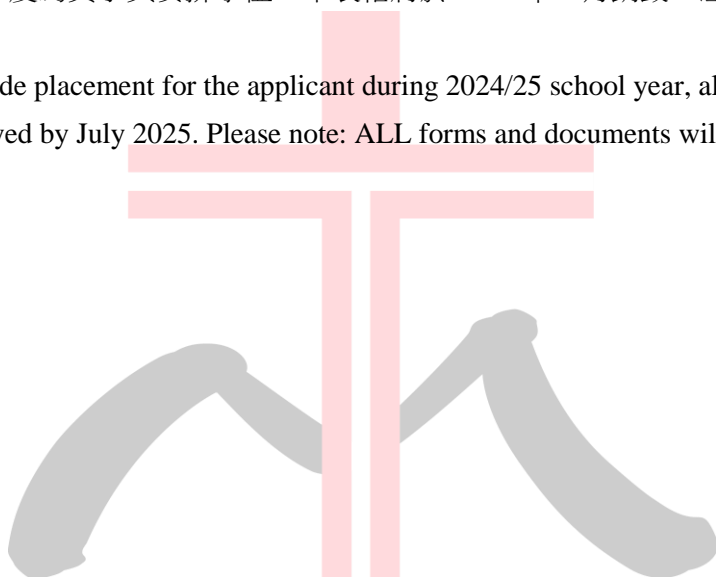
Please make cheque payable to “Tsung Tsin Mission of Hong Kong On Yan Nursery School”. Paid fee will not be refunded under any circumstances.

3. 學校將按各級學額空缺情況安排約見，稍後將透過信件通知獲安排面試的申請人。

The School will arrange interviews according to vacancies of each grade. Eligible applicants will be notified for interview via mail.

4. 若學校未能於 2024/25 年度為貴子女安排學位，本表格將於 2025 年 7 月銷毀。注意：所交表格及文件恕不獲發還。

If the School cannot provide placement for the applicant during 2024/25 school year, all the documents related to this application will be destroyed by July 2025. Please note: ALL forms and documents will not be returned.



基督教香港崇真會社會服務部  
2024/25 學年幼兒學校收生程序

本機構屬下各幼兒教育單位，本著公平、公開及公正原則，安排收生機制及程序，為合資格的幼兒提供優質幼稚園教育。

甲. 索取入學申請表

- 家長可於學校網頁下載入學申請表格或親臨學校索取相關表格。

乙. 遞交入學申請表

- 家長必須向申請報讀的學校郵寄或親臨本校遞交入學申請表及相關文件【包括：兒童出生證明書副本、免疫接種紀錄（針咭）副本（需底面影印）、幼兒相片一張（貼在報名表上）、貼上足夠郵票之回郵信封四個及行政費四十元】。學校恕不接受以傳真、電郵遞交入學申請（所交表格、文件及行政費將不獲發還）。
- 遞交報名表及入學申請資料的日期及時間：

派表及收表日期：	2023 年 5 月 2 日至 10 月 31 日 (星期一至六 / 學校及公眾假期除外)
派表及收表時間：	星期一至五 早上 9 時 30 分至下午 1 時及下午 2 時至 6 時； 星期六早上 9 時 30 分至下午 1 時

丙. 面見安排

- 學校將面見所有於指定日期內成功遞交整全入學申請資料及行政費的幼兒及其家長；
- 學校確認入學申請資料完整後，將以郵遞方式通知家長約見詳情，約見日期一般在 11 月；
- 家長必須陪同幼兒一同進行面見，學校將按情況決定以個別家庭面見或以小組討論形式約見；
- 面見安排旨在觀察幼兒的能力及表現，並透過面談了解家長對學校及幼兒教育的期望；
- 就非華語幼兒，家長可按需要向學校申請傳譯及/或翻譯服務。如欲申請，請電郵至 oy@tmssd.org 或致電 2661 2866 與學校聯絡。家長和幼兒亦可選擇由能操中文的親友陪同會面，協助溝通。

\* 教育局非華語兒童家長查詢熱線：2892 6676

丁. 通知學位申請結果及註冊安排

- 學校將以郵遞方式通知所有曾出席面見之幼兒家長相關的申請結果；
- 獲取錄之幼兒必須於教育局指定的統一註冊日內（日期待教育局公佈）辦理入學手續並提交「幼稚園入學註冊證」正本（不適用於預備班）和繳交註冊費，註冊費可於首月學費扣回（幼兒班、低班及高班註冊費為\$1000，預備班註冊費為\$1570），逾期者作放棄學位論；

- 有關 2024/25 學年之幼兒班(K1) 統一註冊日期：日期待教育局公佈；
- 學校若在統一註冊日後仍然有學位空缺，將按次序以電話或郵遞方式通知備取生於指定日期到校辦理註冊手續；
- 若家長於註冊後決定為子女轉校，並要求取回已提交之「幼稚園入學註冊證」，請以書面通知學校。這會視作放棄學位論，家長所繳之註冊費將不獲退還。

#### 戊. 收生準則

本機構的收生準則如下：

- 家長認同本機構的辦學宗旨及教育目標；
- 幼兒足齡入學；
- 幼兒於約見時的表現；
- 幼兒的兄弟姊妹為學校的在讀生；
- 幼兒或家庭具社會需要獲優先考慮。

#### 己. 相關網頁連結

教育局幼稚園幼兒班(K1)收生安排

[https://www.edb.gov.hk/K1-admission\\_tc](https://www.edb.gov.hk/K1-admission_tc)

\* 家長若對入學申請安排有任何疑問，歡迎透過電郵 [oy@ttmssd.org](mailto:oy@ttmssd.org) 或致電 2661 2866 向本校查詢。



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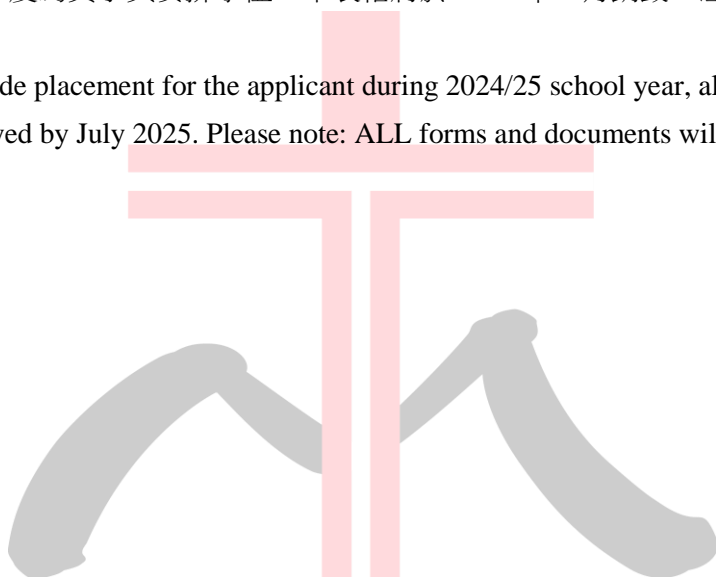
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**Tsung Tsin Mission Of Hong Kong Social Service**  
**2024/25 academic year Nursery School Admission Arrangement**

Our early childhood education service units which provide quality kindergarten education will consider every applicant in fair, open and just manner.

**A. Collection of Application Form**

- Application forms can be downloaded from the school website or obtained in person from school.

**B. Return of Application Form**

- Parent should submit the application form to the school in person or by post with required documents, including a copy of birth certificate, a copy of immunization record (vaccination record card with both sides), a photo (adhered to the application form), 4 self-addressed stamped envelopes with sufficient postage, and administration fee of \$40. All applications submitted by fax, e-mail and any other means will not be accepted. (Please be reminded that all forms, documents and administration fee will not be returned or refunded.)

- **Return Period**

Date :	2 <sup>nd</sup> May 2023-31 <sup>st</sup> October 2023(Monday to Saturday, except school and public holidays)
Period :	Monday to Friday 9:30am - 1:00pm; 2:00pm - 6:00pm Saturday 9:30am - 1:00pm

**C. Interview Arrangements**

- The School will arrange interview for all applicants who have submitted complete set of required documents and administration fee within specified period.
- Notification of interview arrangement will be mailed to parents. Usually the interviews will be conducted around November.
- Each applicant will attend an interview together with his or her parents, individual interview or group interview will be conducted as appropriate.
- Interview aims at observing children's ability and performance, communicating with parents on the views towards early childhood education.
- For non-Chinese speaking children, interpretation and/or translation service for applicants will be provided where necessary. To apply for the service, please contact the school via email (oy@ttmssd.org) or telephone (2661 2866).Parents can also consider to come with a Chinese speaking relative/friend to facilitate the communication.

\* Education Bureau Hotline on Admission to Kindergartens for Parents of Non-Chinese Speaking Children: 2892 6676

#### D. Notification of Application Result and Registration

- Result will be mailed to all applicants who have attended interview.
- Upon notification of admission, parents must complete the registration procedures, submit "Registration Certificate for Kindergarten Admission" (not applicable to pre-nursery) and pay a registration fee (N1 class- HK\$1570, K1 to K3 classes- HK\$1000, which will be deducted in the first installment of school fee) during the "centralized registration dates". (To be confirm, designated by Education Bureau). Parents who are unable to complete the registration procedures on time will considered to have declining their offers.
- Any unfilled places after the centralized registration dates will be allocated to applicants on the waiting list. The school will notify applicants via phone or mail.
- If a parent want to change school for his or her child after registration and get back the "Registration Certificate for Kindergarten Admission", please notify the school in writing. He or she will be deemed to have declined the offer. The registration fee will not be refunded.

#### E. Admission criteria

Priority of consideration will be given to:

- Parents agree with the Agency's mission and objectives of education;
- Applicant reaches eligible age to enroll;
- Performance of applicant in interview;
- With siblings currently studying in the same school;
- Children and families with social needs will be given priority.

#### F. Related Links

Admission Arrangements for Nursery (K1) Classes in Kindergartens, Education Bureau

<https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/front.html>

- \* For any inquiries about admission arrangements, please feel free to contact the school via email (oy@ttmssd.org) or telephone (2661 2866).