

# HHCKLA Buddhist Wai Kwong Ka Fuk Kindergarten

## 2020-2021 Application and Interview Process

	Content
Application form distribution	<p>Application form distribution period: whole year</p> <p>Number of application forms to be distributed: Unlimited</p> <p>Methods for application: download application form from school website/ collect in person / online application</p>
Collection of application form and fee	<p>Application date: Starting for 6<sup>th</sup> May 2019, application forms can be submitted</p> <p>Time for in person submission: 9:30 a.m. to 11:30 a.m. and 1:30 p.m. to 3:30 p.m. (Monday to Friday) 9:30 a.m. to 11:30 a.m. (Saturday)</p> <p>Submission methods: 1. submit in person 2. by post(with documents and cheque for application fee) 3. online submission</p> <p>Documents to be submitted: Please attach the following with the application form</p> <ol style="list-style-type: none"><li>1. Student's original birth certificate and photocopy</li><li>2. Original Department of Health Immunisation record and photocopy</li><li>3. 2 photos</li><li>4. 3 rectangular shaped envelops (Please write down the student's name, address and stick the stamps)</li><li>5. \$40 application fee</li></ol>
Announce the interview schedule	<p>Interview date: November 2019 (exact date will be announced later)</p> <p>Interview announcement: All student will be given a chance for interview (parents will be informed on or before 28<sup>th</sup> October 2019)</p>

Criteria for admission	<ol style="list-style-type: none"> <li>1. Student's interview performance.</li> <li>2. Priority will be given to students whose siblings are enrolled or are graduates of our kindergarten.</li> <li>3. For applicants of whole-day class, priorities will be provided to parent who are working or families with needs (If needed, our kindergarten might request relevant proof)</li> </ol>
Interview arrangement	<p>Interview process:</p> <ol style="list-style-type: none"> <li>1. Please arrive at the kindergarten 15 minutes before the given time. Present student's documentation for registration at the school entrance. After receiving personal application form, you will also be given a sticker with a number. The sticker should be attached on the student until the end of interview.</li> <li>2. Please wait at the waiting area quietly and pay attention to the staff member's instructions. Bring the applicant to the instructed classroom for interview.</li> <li>3. Interview will be conducted in groups which will be for 20 minutes. Three teachers from our kindergarten will be responsible for scores.</li> <li>4. Interview will be mainly conducted in Cantonese.</li> <li>5. After the interview, parents will retrieve the "Interview notes". Please pay attention to the notes and according to the time and date to check the interview results.</li> </ol>
Entry list announcement	<p>Interview results will be mailed to all applicants on or before 20<sup>th</sup> December, 2019. Entry list will also be uploaded to the kindergarten's website. (<a href="http://www.bwkkfk.edu.hk">www.bwkkfk.edu.hk</a>)</p>
Application results and registration arrangement	<p><u>Accepted students:</u> Parents are kindly requested to register with the kindergarten from 09<sup>th</sup> January 2020 to 11<sup>th</sup> January 2020. Please submit the "2020/21 Registration Certificate for Kindergarten Admission " and pay the registration fee. (Registration fee: Whole-day class: \$1570/ half-day class: \$970)</p> <p><u>Waiting list students:</u> If the accepted student fails to register within the registration period, he/she will be automatically considered as giving up for placement. The kindergarten will inform students from waiting list to replace him/her.</p> <p><u>Unaccepted students:</u> By the end of January 2020, parents can visit the EDB website to refer to the "K1 vacancy information".</p>

Notice	<ol style="list-style-type: none"><li data-bbox="392 147 1490 430">1. In case parents choose to transfer to another kindergarten, please inform the kindergarten a day before and register for retrieving of Registration Certificate for Kindergarten Admission on the next day and collect 2020/21 Registration Certificate for Kindergarten Admission from the kindergarten. Our kindergarten will not reserve a place for the student.</li><li data-bbox="392 439 1490 519">2. Students who have already paid the registration fee will not be reimbursed if they gave up their places.</li></ol>
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