1. **Obtaining application forms:**
   - in person
   - download an application on our website

   Note: Please submit an application before 30/09. There is no limit to the number of applications the School takes for this school year.

2. **Submitting application forms**
   - In person or by mail.

3. **Applying for a 2017/18 Registration Certificate for Kindergarten Admission. (hereafter referred to as 2017/18 RC)**
   a. The Education Bureau (EDB) will implement the “Free Quality Kindergarten (KG) Education Scheme” with effect from the 2017/18 school year to replace the existing “Pre-primary Education Voucher Scheme”. Under the new scheme, the EDB will use the Registration Certificate for Kindergarten Admission as the official registration document.

   Note: Under the Scheme, if the students will enter K2 or K3 of a KG joining the Scheme for the 2017/18 school year and have been issued a “Certificate of Eligibility for the Pre-primary Education Vouchers” (hereafter referred to as “Voucher”), parents of these students **do not** need to apply for the “2017/18 RC”. The remaining validity period of the Vouchers concerned will be automatically covered by the funding mode of the new Scheme. All eligible students will be given a “Registration Certificate for KG Admission” to replace the Voucher. There are no registration arrangements for K2 and K3 students by the EDB, therefore, please followed the arrangements of your child’s KG for 2017/18 registration.

4. **Who are eligible to apply for Lingnan Kindergarten’s K1?**
   - those who are within the age range.
   - priorities will be given to those who live in the Chai Wan and Siu Sai Wan Districts.
   - those who already have siblings studying in Lingnan Kindergarten will be given priorities.
   - parents who agree with our education philosophy.
   - families with financial needs will be given priorities to full day classes. (please note that there are high demands for full day classes, not all applicants will be admitted to full day classes).
5. Admission Procedures:
- Our School will interview applicants.
- From 5-12 November 2016, our School will invite applicants for interviews by mail for those who submitted their applications on or before 30 September 2016.
- Interviews will be arranged in groups.
- Parents are required to accompany their children to the interview.
- If interpretation is required, please inform the School on 28932686.
- The School will inform applicants by mail of the results by 23 December 2016.
- a. Successful applicants: parents are required to submit the “2017/18 RC” and registration fees to the School between 12 to 14 January 2017 in their designated time slot in the Central Registration Period.
  b. Waitlisting students: The School will notify parents to come in and complete the registration procedures. Please bring the original copy of your child’s “2017/18 RC” on the Registration Day.
  c. Please note that parents who fail to present the original “2017/18 RC” on the day of registration will not be able to complete the registration procedures for their children. Please make sure you apply and obtain a “2017/18 RC” from the EDB before your designated Registration Day.
  d. The registration fees for the 2017/18 school year are $970 for half day classes and $1570 for full day classes. If your child enrolls in our school, the School will use the registration fees paid to offset part of the September school fees.

If you choose to withdraw your child from our School after registration fees is paid, please write to the School so that we will return your child’s “2017/18 RC, however, registration fees will not be returned once it is paid.

Once the “2017/18 RC” is returned, your child’s allocation in our school will be withdrawn.

Enquiries:
Phone: 28932686
**Flowchart for the Lingnan Kindergarten (Siu Sai Wan) K1 application:**

1. **Send in an application to the EMB for a 2017/18 RC**
2. **The School processes all 2017/18 K1 Applications**
3. **If the applicant has provided all necessary documents to the EMB during the application period, the EMB can usually issue and send a 2017/18 RC to parents within 6-8 weeks.**
4. **The School will notify applicants by 23 December 2016 of their results.**
   - **Successful applicants**
     - Please bring your child’s 2017/18 RC to the Central Registration dates between 12-14 January 2017.
   - **Unsuccessful applicants**
     - During the Central Registration period, around the end of January 2017, all available K1 spaces will be announced by the EMB.