

Melody Anglo-Chinese Kindergarten

Melody Nursery ( Melody Garden )

## **Information on Admission to K1 Classes in the 2019/20 School Year**

### **Collection of application Forms:**

1. Download from school website
2. Obtain from school in person

### **Distribution and Return Period:**

1. Date: 1<sup>st</sup> November 2018(Thu)
2. Time: 9:00a.m. to 4:30p.m.
3. Return method: Submit the application form in person【together with the documents required】
  - A copy of birth certificate. If your child was not born in Hong Kong, please bring in a valid visa together with a copy
  - One photo (stick on the application form)
  - Two stamped(\$2) self-addressed envelopes
4. Application fee: HK\$40 (to be collected together with the application form). The application fee is non-returnable whether the application is successful or not.

### **Application for the “2019/20 Registration Certificate for Kindergarten Admission” (Except Nursery Class)**

1. The Government will implement the “Free Quality Kindergarten Education Scheme” (hereafter referred to as “Scheme” starting from the 2017/18 school year. Each child who can receive education in Hong Kong will only be issued a registration document and all Scheme-KGs can only admit students holding a valid registration document
2. Parents are required to submit an application for the “Registration Certificate for Kindergarten Admission” (hereafter referred as “C”) to EBD **from September to November 2018**. The “RC” will be open for applications in September 2017 and EDB will announce and upload the details of application onto EDB’s website (<http://www.edb.gov.hk/tc/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/index-3.html>) in due course.

## **Admission Criteria:**

1. Interview performance
2. The applicant with sibling(s) currently studying in the kindergarten will be given due priority consideration
3. The applicant from families in need will be given due priority consideration when applying for whole day classes (As the number of school places is limited, please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place.)

## **Interview Arrangement**

1. The kindergarten will arrange interviews
2. Interviews will be conducted on 3<sup>th</sup> November 2018 and 10<sup>th</sup> November 2018
3. Individual interviews will be arranged
4. Parents should accompany their child for the interview
5. Please contact us at 2441 1632 / 2404 5520 if required

## **Announcement of Admission Results**

We will inform parents of the K1 admission results before 21 December 2018 by post.

## **Registration Arrangements**

1. Successful applicants: Parents should complete the registration procedures for their child from 10 to 12 January 2019 (“Centralised Registration Dates”) by submitting the “RC” to the kindergarten and paying the registration fee.
2. Applicants on the waiting list: Parents should complete the registration procedures for their child according to the specified date set by the school. Parents are required to submit the original of the “RC” to the kindergarten and pay the registration fee.
3. Please be reminded that if parents cannot submit the “RC” during registration, the kindergarten may not be able to complete registration for their child. Hence, parents are required to submit application for the Registration Certificate to EDB within the specified period.
4. The registration fee for 2019/20 K1 place is HK\$970. If a child’s enrollment into the school is successful then the registration fee will be returned in October. Should parents decide to

change school after registration, please notify the kindergarten in writing. The kindergarten will return the “RC” but the registration fee will not be refunded. Upon obtaining the “RC”, the kindergarten will no longer keep the school place for the child.

## **Enquiry**

Our telephone no.: 2441 1632 (Kindergarten) / 2404 5520 (Nursery)

Our e-mail address: [kmgarten@hotmail.com](mailto:kmgarten@hotmail.com) / kngarten@hotmail.com