

TSUEN WAN TRADE ASSOCIATION CHUNG LOI KINDERGARTEN

Enrollment of students for the year 2019-2020 arrangement

1st August 2018

Dear Parents,

The school has begun to accept the K1 admission (children born before 31 December, 2016) in the year 2019-2020. Details are as follows:

	Date	Application Procedures
1.	Starting from 1 st August (Wed)	<u>Distribute 2019-2020 (K1) Admission Form</u> 1. Parents can visit the school to collect or download the 'Application Form' from the school website/ 2. There is no limit on the number of parties in the dispatch date. 3. School places are not accepted on first-come, first-served basis. 4. Only one application form (except for twins) is available for each person 5. Time to collect form in person: Monday to Friday (8:30am-5:30pm) Saturday (9:00am to 12:00pm)
2.	From 1 st Sept 2018 (Sat) to 16 th Nov 2018 (Fri) only *Timing: Mon-Fri(8:30-5:30) Sat(9:00-12:00)	<u>Submit the 'Application Form for Admission'</u> 1. Parents can submit in person or by post 2. Submit the documents: a. A copy of the student's birth certificate b. Immunization record copy c. Two photos of student * one attached to application form d. 2 envelopes (affixed with \$4 stamps and child name and complete address) 5. For those who submit the form after 16 th Nov 2018 will be listed as waiting list and the interview will be arranged later on 6. Registration fee: HK\$40 (the registration fee paid will not be refunded)
3.	24 th Nov 2018 (Sat)	<u>New student interview day (See the interview time notice)</u> <u>*Bring the original copy of birth certificate to check</u> See the attached notice, and should be accompany by parent, after the group games will have individual meeting When you hand the application form the interview time will be given (*If you send the application form by post, you will receive the notification letter later)
4.	3 rd Dec 2018 (Mon)	<u>Result announcement</u> -Notify parents by letter
	Before 14 th Jan 2019	-Notify the reserve students result by telephone
5.	10 th Jan 2019 (Thurs) to 12 th Jan 2019 (Sat)	<u>Registration day</u> For students who have been accepted, parents are requested to go to the school to register and submit: 1. Notification letter from the school 2. Issued by Education Bureau 【Registration Certificate for Kindergarten admission】 / 【Kindergarten Admission Pass】 3. Registration fee: Half-day class - HK\$970 Whole-day class - HK\$1570 If you give the place later, the registered registration fee will not be refunded. 4. Registration time: Monday to Friday (8:30am - 5:30pm) Saturday (9:00am to 12:00pm)

6. 2019-2020 Year K1 class allocation places-Whole-day 31 persons and Half-day 31 persons. First-served basis.

7. Parents are required to apply for the 2019/2020 registration certificate from the Education Bureau from September to November 2018

If you have admission or other related questions, please contact at 2433 3881 or Wechat (Wechat account: twtaclkg)