



Enrolment Procedure, School Year 2020–2021

(1) Eligibility:	N Class: Born on or before 31 August 2018 K1 Class: Born on or before 31 December 2017 K2 Class: Born on or before 31 December 2016 K3 Class: Born on or before 31 December 2015
(2) Admission of K1 Students (aged 3–4):	<ol style="list-style-type: none">1. Apply for “2020–21 Registration Certificate for Kindergarten Admission” issued by the Education Bureau (EDB): Apply it from September to November 2019. EDB will generally take 6–8 weeks to complete processing of the application and issue the “Registration Certificate” / “Admission Pass” to eligible applicant. Please visit the EDB website (www.edb.gov.hk) for details.2. Take and Submit the Application Form: From 12 August 2019 to 1 November 20193. Interview: From 2 November 2019 onwards4. Release of Acceptance Result: Before 20 December 2019 (will be notified by mail)5. Registration: 9–11 January 2020
(3) Admission of N Students (aged 2–3):	<ol style="list-style-type: none">1. Take and Submit the Application Form: From 12 August 2019 to 1 November 20192. Release of Acceptance Result: From 31 January 2020 onwards (will be notified by mail)3. Children born after 31 August 2018 must apply at the School in person.
(4) Take the Application Form (unlimited taking):	<ol style="list-style-type: none">1. Take it in person at the School (G/F, Tai Sang House, Kin Sang Estate, Tuen Mun, New Territories), or2. Download it at the School’s website (www.ksbc.edu.hk), or3. Submit application at the School's website (only for applicant child who reaches the age requirement)
(5) Submit the Application Form:	<ol style="list-style-type: none">1. Submit it in person and you will be appointed an interview session.<ul style="list-style-type: none">■ Bring complete documentation (we cannot accept the application if documents are incomplete):<ul style="list-style-type: none">● A copy of birth certificate of the applicant child,● One recent photo of the child (being affixed to the Form), and● Three envelopes, each with a stamp of \$2.0 affixed.● Application fee: HK\$40 (to be collected together with the application form). The application fee is non-returnable whether or not the application is successful.■ Date: From 12 August to 1 November 2019■ Time: Monday–Friday 9:00 a.m. – 6:00 p.m. Saturday 9:00 a.m. – 1:00 p.m.2. Online application<ul style="list-style-type: none">● Enter application information;● Upload the child's recent photo, picture of birth certificate of deposit advice of application fee;

	<ul style="list-style-type: none"> ● Deposit the application fee to bank account HSBC 004-691-237358838 (KIN SANG BAPTIST CHURCH BRADBURY PRE-SCHOOL) ● When interviewing, submit three envelopes, each with a stamp of \$2.0 affixed. <p>3. We do not set a quota on application form collection.</p>
(6) Interview Format:	<ol style="list-style-type: none"> 1. All applicant children who reach the age requirement will be interviewed. 2. Format: <ul style="list-style-type: none"> ■ Group and/or personal; ■ The parent is required to attend with the applicant child.
(7) Acceptance Criteria:	<ol style="list-style-type: none"> 1. Interview performance; 2. An applicant child whose siblings are students of the School during the year 2019–20 will have higher priority; 3. An applicant child who has family needs will have higher priority. <p>(Please note that student places are limited; not all applicants who meet the criteria with higher priority will be accepted.)</p>
(8) Registration of K1 Students:	<ol style="list-style-type: none"> 1. First-Round Enrolment: Parents must register at the School during 9–11 January 2020 (the centralized registration dates). They must submit the original of the “Registration Certificate” / “Admission Pass” and pay the registration fee, HK\$1,500. 2. Waiting List: If there are vacancies after the first-round enrolment, applicants on the waiting list will be notified to register at the School on the date. They must submit the original of the “Registration Certificate” / “Admission Pass” and pay the registration fee, HK\$1,500.
(9) Points to Note:	<ol style="list-style-type: none"> 1. If parents cannot submit the original of the “Registration Certificate” / “Admission Pass” during the centralized registration dates, the School may not be able to complete registration. In view of this, parents are required to submit the application to EDB for the “Registration Certificate” / “Admission Pass” within the designated period. 2. Registration fee for the school year 2020–21 is HK\$1,500. If a child enrolls, the registration fee will become the school fee for the first month. If he is successful in applying for the school fee remission scheme and does not need to pay any school fee, the registration fee will be refunded on the first month. 3. If the parent wishes to give up the place after registration, he must submit a written notification to the School. The School will then return the “Registration Certificate” / “Admission Pass”, but will not refund the registration fee. The School will no longer reserve the place for the child concerned.
(10) Enquiries:	Visit us in person, or call Miss Lam at 2455 9803.
<p>如需傳譯服務，請致電 2455 9803 聯絡本校。 Please call us at 2455 9803 if you need interpretation service.</p>	