



Application Guidelines

Application Methods

Method 1: Online Application (<https://cln.fmchk.org>)

1. Before completing the online application, please prepare **【A copy of the birth certificate of the applicant】**, **【Applicant's passport photo】**, and **【Bank receipt of \$ 40 application fee】** (Format: jpeg, jpg, png, pdf; File size max: 10MB), for uploading to the application form. (School bank account: HSBC 595-014812-001)
2. Fill out and complete the Online Application Form.
3. After submission of the application, parents should receive a verification email through their registered email. Please make sure to check both email inbox and junk mailbox.
4. Arrangements and documents concerning the following interview will be delivered through email.

Method 2: Handing the application form to the school in person

1. Download and print out the application form or obtain it from the school.
2. Please prepare a copy of the birth certificate of the applicant, the applicant's passport photo, and \$ 40 application fee.
3. Please bring the above documents to the school and finish the application. The school will announce related arrangements for the interview and required documents through email.

Return of Application Forms:

1. Registration is welcomed throughout the year
2. Time: Monday to Friday (10:00 a.m. to 5:00 p.m.) or Saturday (10:00 a.m. to 12:00 noon)

Application Fee

It is reminded that the application fee is not refundable whether the application is successful or not.

Application for the '2025/26 Registration Certificate for Kindergarten Admission'

Parents are required to apply for the '2025/26 Registration Certificate for Kindergarten Admission' within September to November 2024. Admission will be opened for application starting from September. Details will be uploaded by the Education Bureau (EDB) in due course. Please find the related information from the EDB website. https://www.edb.gov.hk/k1-admission_tc.

Admission Criteria:

1. Interview performance
2. Applicants with sibling(s) currently studying in the school would be given priority consideration.
3. Applicants from families in need would be given priority consideration.
(As the school capacity is limited, please understand not all applicants who fulfill the priority consideration will be guaranteed admission)

Arrangements for School-based Interview:

1. The school will arrange interviews for all applicants

2. The interview will be conducted in November 2024. We will notify related details through email.
3. Interviews will be arranged individually.
4. Applicants should be accompanied by their parents for the interview.
5. If any interpretation/ translation service is needed, please contact us at 2641 6338.

Admission Application and Interview Arrangements for Non-Chinese Speaking (NCS) Children:

1. Interpretation/ translation services can be provided by the school during the interview if necessary. Applicants are allowed to be accompanied by a Chinese-speaking relative/ friend to facilitate communication during the interview.
2. Contacts for inquiries for parents of NCS Children
Tel No: 2892 6676
Email Address: ncs_enquiry@abckg.edu.hk

Announcement of Application Results :

We will announce the application results through email on or before December 2024.

Enrollment Arrangements:

1. Successful applicants: Parents should complete the registration procedure by January 2025 ('Centralized Registration Dates') at designated time by submitting the original of the '2025/26 Registration Certificate for Kindergarten Admission' (K1-K3) and paying the \$1570 registration fee to the school (N1-K3).
2. Applicants on the waiting list: The school will announce the application result through phone. Please complete the registration procedure on the designated date and submit the original of the '2025/26 Registration Certificate for Kindergarten Admission' (K1-K3) together with the \$1570 registration fee to the school (N1-K3).
3. Please be reminded that if parents fail to submit the '2025/26 Registration Certificate for Kindergarten Admission' on the registration date, the school may not be able to complete the registration for the child. Hence, please apply for the Registration Certificate to the Education Bureau within the specific period.
4. If the applicant admitted to our school successfully, the registration fee will be refunded around October. If parents decide to transfer their children to another school after registration, please notify us in writing or by phone. The school will return the related registration certificate. However, the registration fee will not be refunded. After the registration certificate is returned, the school will no longer reserve the place for the child.

Enquiry:

School Tel No: 2641 6338

School Email Address: cln@fmchkssd.org

References:

The school information can be found on the Profile of Kindergarten and Kindergarten-cum-Child Care Centers

<https://kgp2023.azurewebsites.net/edb/schoolinfo.php?lang=tc&schid=6451&district=shatin&category=&voucher=&schoolname=&otherkeywords=&ctype=>

EDB website on Admission Arrangements for Nursery (K1) Classes in Kindergartens

https://www.edb.gov.hk/k1-admission_tc