Po Leung Kuk Mr. & Mrs. Charlie Lee Kindergarten-cum-Nursery
2026/27 School Year Admission Procedure

Collection of application forms (No quota):

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

How to register

1. Applicants should be at the age of 12months.
2. Application is opened throughout the year and no application fee is charged. No interview is required.
3. Admission will be opened to all strictly on first come first serve basis.
4. Please submit the following documents with the application form in person or by mail:
   a. Two self-addressed stamped of HK$3.70 envelopes
   b. Please mail to: Wing B & C, Shing Yat House, Kwai Shing East Estate, Kwai Chung, N.T.

Application for the "2026/27 Registration Certificate for Kindergarten Admission"

1. Education Bureau (EDB) implements Kindergarten Education Scheme starting from the 2017/18 school year. Under the Scheme, EDB will use the "Registration Certificate for Kindergarten Admission" as the document for K1 admission application in the 2026/27 school year.

1. Parents are required to submit an application for the "2026/27 Registration Certificate for Kindergarten Admission" (hereafter referred as "2026/27 RC") to EDB **from September to November 2025**. Please find more information on EDB's website.

Admission Criteria

1. There is no limit set at various grades and all applications will be processed on first come first serve basis.
2. Priority admission will be considered if applicant fulfills one of the following requirements:
   - Applicant is attending our nursery class and has applied to our kindergarten.

- Applicant has sibling who will be attending our school in the academic year of 2026/27.
- Applicant has already attended other Po Leung Kuk's Kindergarten-cum -Nursery for one year but transfer to our school due to home relocation.
- Applicant's parent who is serving in Childcare Services (Social Services Department).
- Applicant from families in need
    * Admission will be prioritized according to the time of application submission for any updating information. Please note that no guarantee enrollment for all priority applicants due to limited vacancies.

Announcement of Admission Results

We will inform parents of the K1 admission results before 12 December 2025 by post.

Registration Arrangements

1. Successful applicants: Parents should complete the registration procedures for their child from 8 to 10 January 2026 ("Centralised Registration Dates") by submitting the original of the "2026/27 RC" to the kindergarten and paying the registration fee.
    - 8/1- 9/1/2026: 9:30a.m.-11:30a.m. & 2p.m.-4p.m.
    - 10/1/2026: 10a.m.-12n.n.
2. Applicants on the waiting list: Kindergarten will notify parents through phone call/ letter. 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 "2026/27 RC" to the kindergarten and pay the registration fee.
3. Please be reminded that if parents cannot submit the "2026/27 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 of 2026/27 K1 place for full day service is HK$1,570. If the child concerned studies in the KG, the registration fee paid will be refunded in 9/2026 Should parents decide to change school after registration, please notify the kindergarten by letter. The kindergarten will return the "2026/27 RC" but **the**

registration fee will not be refunded. Upon obtaining the "2026/27 RC", the kindergarten will no longer keep the school place for the child.

Other reference:

1. List of Kindergarten-Cum-Nurseries
2. 2026/27 Admission Arrangements for Nursery (K1) Classes in Kindergartens

Enquiry

Our telephone no.: 2419 2734

Our e-mail address: clkgn@poleungkuk.org.hk

Remarks

1. Po Leung Kuk reserves the right to change any admission information without prior notice, please visit our website.
2. Personal information will be used for admission only. All submitted documents are non-refundable.