

Tung Wah Group of Hospitals Hung Wong Kar Gee Nursery School **Information on Admission to K1 Classes in the 2025/26 School Year**

1 Collection of application Forms (No quota for application):

- Download from school website
https://hwkgns.tungwahcsd.org/upload/Page/Admission/Application_Form_HWKGNS.pdf
- Obtain from school in person
- Request by post
- Online Admission Application
https://hwkgns-admission.ecloud.hk/kis/admission_form/

2 Distribution Period:

- Date: Whole year (except School Holidays or Public Holidays)
- Time: 8:00 a.m. to 6:00 p.m. (Mondays to Fridays) /
8:00 a.m. to 1:00 p.m. (Saturdays)

3 Submission of Application Forms (No acceptance limit for application forms):

- Apply in person
 - Submit the application form with the photo attached and together with your child's original and copy of the birth certificate and two self-addressed stamped envelopes with applicant's name.
 - Date: Whole year (except School Holidays or Public Holidays)
 - Time: 12:30 p.m. to 3:00 p.m. (Tuesdays & Wednesdays) /
9:00 a.m. to 12:00 noon. (Saturdays)

OR

- Online Admission Application (Please refer to the Online Admission Application Guideline)

4 Fee

- The annual school tuition and meal fee are to be paid in 12 instalments, which has been approved by the Education Bureau. The monthly tuition and meal fee for 2024/25 is HK \$1986.

5 Application Fee:

- Free of charge

6 Application for the “2025/26 Registration Certificate for Kindergarten Admission”

- Education Bureau (EDB) implement the Kindergarten Education Scheme, EDB will use the “Registration Certificate for Kindergarten Admission” as the document for registration in the 2025/26 school year.
- Parents are required to submit an application for the “2025/26 Registration Certificate for Kindergarten Admission” (hereafter referred as “2025/26 RC”) to EDB **from September to November 2024**. The “RC” would be open for applications in September 2024. EDB would announce and upload the details of application onto EDB's website (https://www.edb.gov.hk/k1-admission_e) in due course.

7 Admission Criteria

- The applicant with sibling(s) currently studying in the kindergarten will be given due priority consideration.
- The applicant with family need will be considered in higher priority when applying for the long whole day classes.
- Children who are presently studying in Tung Wah Group of Hospitals Nursery Schools or day creche.
(As the number of school places is limited, please be aware that not all applicants fulfilling the criteria will be guaranteed a school place.)
- Performance during interview.

8 Interview Arrangement

- The kindergarten will arrange interview for all applicants
- Interviews will be conducted on November 2024 (Saturday). Parents would be informed by letter.
- Individual or/and group interviews will be arranged
- Parents should accompany their child for the interview

9. Non-Chinese Speaking Children

- For Non-Chinese Speaking family, parents can contact us if interpretation / translation service if required, and we allow parents and children to be accompanied by a Chinese speaking relative/friend during the interview to facilitate communication
- Enquiry Telephone Number and Email Address for Parents of Non-Chinese Speaking Children
Tel No.: 26761308
Email address: hwkgns@tungwah.org.hk

10. Announcement of Admission Results

- We will inform parents of the K1 admission results before 13 December 2024 by phone .

11. Registration Arrangement

- Successful applicants: Parents should complete the registration procedures for their child from 2 to 4 January 2025 (“Centralised Registration Dates”) by submitting the original “2025/26 RC” to the kindergarten and paying the registration fee.
- 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 “2025/26 RC” to the kindergarten and pay the registration fee. Parents would be informed by call.
- Please be reminded that if parents cannot submit the “2025/26 RC” during registration, the kindergarten may not be able to complete the registration process for their child. Hence, parents are required to submit application for the Registration Certificate to EDB within the specified period.
- The registration fee for 2025/26 K1 place is HK\$1500. Once the child is officially enrolled, the school will either refund the remaining balance after deducting the first month's tuition fee or request the parents to pay for any outstanding tuition fees within

the first month of enrollment. Should parents decide to change school after registration, please notify the kindergarten in writing. The kindergarten will return the “2025/26 RC” but the registration fee will not be refunded. Upon returned the “2025/26 RC”, the kindergarten will no longer keep the school place for the child.

12. Enquiry

- Our telephone no.: 26761308
- Our e-mail address: hwkgns@tungwah.org.hk

References can be obtained from the following websites:

- EDB’s website on Admission Arrangements for Nursery (K1) Classes in Kindergartens (https://www.edb.gov.hk/k1-admission_e)
- **[Profile of Tung Wah Group of Hospitals Hung Wong Kar Gee Nursery School](#)**