



**荃 浸 石 籬 幼 稚 園**  
**TSUEN WAN BAPTIST CHURCH**  
**SHEK LEI KINDERGARTEN**

**The Admission Arrangement for the 2026/27 School Year**

**(A) Admission procedures according to the Education Bureau**

Sep-Nov, 2025	Parents submit the Application for "Registration Certificate for Kindergarten Admission"
Nov, 2025	School arrange for the Interview
Dec, 2025	School inform applicants of the Application Result
8 <sup>th</sup> - 10 <sup>th</sup> Jan, 2026	"Centralized Registration dates", parents may register on time, submit the "Registration Certificate for KG admission" and pay the registration fee

**(B) Collection of application Forms (No quota):**

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

**(C) Distribution Period:**

1. Date: Monday, 7/7/2025 to Friday, 31/10/2025
2. Time: Monday to Friday (9:30-11:30am / 1:30-4:00pm)

**(D) Return of Application Forms**

1. Date: Monday, 7/7/2025 to Friday, 31/10/2025
2. Time: Monday to Friday (9:30-11:30am / 1:30-4:00pm)
3. Return method: Please register in person with the required documents to register at the school.
4. The school will arrange for an interview in November. When the registration form is submitted, the interview time will be arranged.
5. Registration fee: HK\$30 (received when submitting the application form). No matter whether the application is successful or not, the registration fee will not be refunded.

**(E) Application for "2026/27 Registration Certificate for KG admission"**

1. Under the Scheme, parents are required to use a valid registration document for K1 registration in the 2026/27 school year. All KGs joining the Scheme (Scheme-KGs) can only admit children holding valid registration documents, i.e. "Registration Certificate for Kindergarten Admission" (hereafter referred to as "RC") or "Kindergarten Admission Pass" (hereafter referred to as "AP").
2. In line with the Government's policy objective of digitalisation of public services, EDB will introduce the electronic "Registration Certificate for Kindergarten Admission" ("e-RC") in the second quarter of 2025. Each e-RC would contain an encrypted QR code. When parents are registering with the

KGs, KG staff would only need to scan the QR code on the e-RC and the registration process will be completed automatically. Hence, KGs would no longer need to collect and keep the RC of their students. Upon completion of the registration process, relevant personal information of the student will be uploaded onto EDB's system automatically. EDB will issue a registration document to each child who can receive education in Hong Kong. Children eligible for receiving subsidy under the Scheme will be issued an e-RC. If a child is not eligible for receiving subsidy under the Scheme<sup>1</sup>, an electronic AP ("e-AP") will be issued for registration to a Scheme-KG but the parents concerned are required to pay full school fees (i.e. before deduction of subsidy under the Scheme) as shown on the Fees Certificate of the KG admitting the child.

3. Parents are required to submit an application for the "Registration Certificate for Kindergarten Admission" (hereafter referred as "RC") to EDB from September to November 2025. The "RC" will be open for applications from September 2025. At the same time, EDB will announce and upload the details of application onto EDB's website (<https://www.edb.gov.hk>). Upon receipt of the applications with all necessary information and documents provided, EDB will generally take six to eight weeks to complete processing of the applications and issue the "RC" to applicants who are eligible for receiving subsidy under the Scheme by post. If a student cannot obtain an "RC" as he/she can receive education in Hong Kong but is not eligible for receiving subsidy under the Scheme, EDB will then issue a "Kindergarten Admission Pass" (hereafter referred to as "AP") to the student concerned for registration and admission to a Scheme-KG but the parents concerned are required to pay full school fees before deduction of subsidy under the Scheme as shown on the Fees Certificate of the KG to which the child is admitted.
4. According to the mechanism of the Education Bureau providing free quality kindergarten education, the validity period of the "Registration Certificate" is generally three years. If parents arrange for their children to receive kindergarten education for more than three years, they are generally required to pay the full tuition fee before deduction of the scheme subsidy. Under special circumstances (for example, relevant registered medical practitioners or professionals have certified that the children have special needs, so that their years of study in kindergartens are longer than the normal three years), parents may apply to the Education Bureau to extend the validity period of the "Registration Certificate".

#### (F) Interview Arrangements

1. The kindergarten will arrange interview for all applicants
2. The date and time of interview will be notified when the application form is submitted
3. Group or individual interview
4. Parents should accompany their child for the interview
5. Please contact us at 29436611 or email [info@twbcslk.edu.hk](mailto:info@twbcslk.edu.hk) if interpretation / translation service is required during the interview with non-Chinese speaking (NCS) applicants. We also allow NCS parents and

children to be accompanied by a Chinese speaking relative/friend during the interview to facilitate communication.

(G) Admission criteria

- \* The applicant Interview performance (80%)
- \* Parent Performance (Courtesy, Parenting Ideas, etc...) (15%)
- \* The applicant with sibling(s) currently studying in the kindergarten (5%)
- \* The applicant from families in need and the interview performance will be given due priority consideration when applying for whole day classes.  
(As the number of school places is limited, please understand that not all applicants fulfilling the priority consideration will be guaranteed a school place.)

(H) Announcement of Admission Results and Registration Arrangements

1. We will inform parents of the K1 admission results before **Friday, 12 December 2025**.
2. Successful applicants: Parents should complete the registration procedures for their child from **8-9/1/2026 9:00am to 4:00pm or Saturday, 10/1/2026 9:00am-10:00am** by submitting the QR code on the e-RC the “RC” / “AP” to the kindergarten. The registration fee for **half day class is \$950 and full-time class is \$1500**. The fee will not be refunded after the registration.
3. Withdrawal notice:  
Should parents intend to change to another KG after registration, they should allow the KG that they have registered with to scan the QR code on the e-RC in order to cancel the registration. Once the KG scans the QR code on the e-RC to cancel the registration, the KG will no longer keep the school place for that child.
4. Under the 25-26 Education Bureau Quality Kindergarten Education Policy, **half-day classes do not need to pay tuition fees**, full-time classes still need to bear part of the cost, but the tuition fee for the new school year still needs to be approved by the Education Bureau. The exact amount will be notified to parents before new school year opening in September. Parents can still apply for tuition reduction if necessary. (Remarks: The tuition fee for Full-time classes in 24-25 is \$560/ month and the lunch fee is \$540/ month.)

- (I) Briefing for Freshmen: **Saturday, 25/10/2025, 9:30-11:00 am**. Parents are encouraged to attend this meeting to understand the details of our curriculum and the features of teaching and learning. Urdu translation service will be provided. Registration Form can be downloaded from the school website.

For non-Chinese speaking parent enquiry:

Tel: 29436611 Miss Tai

Email: [info@twbcslk.edu.hk](mailto:info@twbcslk.edu.hk)