

# **S.K.H. St. Christopher's Nursery (Wan Chai)**

## **N-K3 Admission 2023/24 School Year**

### **Collection of application Forms (No quota)**

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

### **Return of Application Forms Admission**

1. Submit the application form in person or by post (including the following documents)
  - a) Copy of Child's Birth Certificate
  - b) One self-addressed stamped 9"(H) x 4"(W) envelopes (\$2.2 stamps each)
  - c) Application fee of HK\$40. Cheque should be crossed and made payable to "S.K.H. St. Christopher's Nursery (Wan Chai)". Please write the child's name on the back of the cheque. The application fee is non-refundable
2. Distribution and return period (all year applicable)  
Time: Mondays to Fridays 9:30 a.m. to 12:30 p.m. / 2:00p.m. to 5:30p.m.  
Saturdays 9:00 a.m. to 12:30 p.m.

### **Interview Arrangements**

1. After receiving the application form, the nursery will confirm and the interview arrangements by post
2. The interview will be arranged for all applicants
3. The interview will be conducted on 12<sup>th</sup> November, 2022 (Sat)
4. Group or individual interviews will be arranged
5. Parents or guardian should accompany their child for the interview
6. For Non-Chinese speaking children's interview, if translation service is needed, please contact our staff at 2832 7101
7. Contact number for non-Chinese speaking parents: 2832 7101  
Email: [wc\\_admin@skhsch.org.hk](mailto:wc_admin@skhsch.org.hk)

### **Admission Criteria**

1. Interview performance
2. Children are required of the right age to enroll in September 2023 N-K3 class
3. Agree with our school mission
4. The applicant from families in need will be given due priority consideration when applying for long 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.)

### **Announcement of Admission Results**

The nursery will inform parents or guardian the admission results before 9<sup>th</sup> December, 2022 (Fri) by post

### **Registration Arrangements**

1. Successful applicants: Parents or guardian should complete the registration procedures for their child from 5 to 7 January 2023(Thu to Sat) ("Centralised Registration Dates") by submitting the original of the "Registration Certificate for KG Admission" (hereafter referred to as "RC") or "KG Admission Pass" (hereafter referred to as "AP") to the nursery and pay the registration fee as required.
2. Applicants on the waiting list: If children's admission is accepted, the nursery will notice parents by post. Parents or guardian should complete the registration procedures according to the confirmation letter for their child before the specific date set by the nursery. Parents or guardians are required to submit the original of the "RC" or "AP" to the nursery and pay the registration fee.
3. Please be reminded that if parents or guardian cannot submit the "RC" or "AP" 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 for N-K3 place is HK\$1,500. If child concerned studies in our nursery, the registration fee paid will be refunded in September. Should parents or guardian decide to change school after registration, please notify the nursery in writing. The nursery will return the "RC" or "AP" but the registration fee will not be refunded. Upon obtaining the "RC" or "AP", the nursery will no longer keep the school place for the child.