

Sharon Lutheran Church Nursery

Information on Admission to N1 Classes in the 2026/27 School Year

Admission Age--- Applicable for children born before 31 December 2024. Children who reaches 2 years old can apply for admission to N1 classes.

Date	Admission Application Procedures
<p>Online Application (From 1-9-2025 to 31-10-2025)</p>	<p>Submission of of Application Forms (No set quota for the Nursery):</p> <p>~Online Application (It is recommended to use the online application system) :</p> <ol style="list-style-type: none"> 1. Login to the online system and fill in the “Application form” 2. Upload the passport size photo, photocopy of birth certificate, together with the receipt of application fee bank transfer record (with the child’s name written at the front) to the online application system. If submission is successful, parents shall receive an “email of confirmation” at your mailbox. (Note: Documents uploaded must be in JPG format and not exceeding 10Mb) 3. 4 envelopes 9”x4” (with a stamp \$2.2, child’s name and return address written) 4. Application Fee: HK\$40, please make direct bank transfer to the account below, upload the photocopy of receipt to the online system, and hand in the original to the kindergarten on the interview day. Bank Name: Chiyu Banking Corporation Limited Account No.: 039-751-00001163 Account Name: Sharon Lutheran Church Kindergarten(Tsz Oi Br) 5. Please fill in all information and upload the relevant documents in order to complete the application process. <p>-----</p> <p>~Submitting application form in person:</p> <p>The kindergarten will distribute the application form from 1-9-2025. Please fill in and submit it together with the following documents starting from 1-9-2025:</p> <ol style="list-style-type: none"> 1. 2 passport size photo (one stick it on the form) 2. Original and Photocopy of birth certificate. If applicants was not born in Hong Kong, they are required to produce the original and photocopy of the certificate of residence status in Hong Kong) 3. 1 set of Immunisation Record photocopy issued by the HKSAR Department of Health (cover and inside pages) 4. 4 envelopes 9”x4” (with a stamp \$2.2, child’s name and return address written) 5. Application Fee: HK\$40- The Application fee is non-returnable whether the application is successful or not.
<p>Submitting application form in person starting from 1-9-2025</p>	

	<p>Remark: Weekday 9:00-11:30 a.m. & 1:00-4:00 p.m. Saturday 9:00 a.m.-12:00 p.m.</p> <p>Please note that applications with incomplete information or lacking documents will not be accepted.</p>
<p>November 2025 (Exact date is subject to the interview notice letter)</p>	<p>Interview Arrangements:</p> <ol style="list-style-type: none"> 1. The kindergarten will arrange interview for all <u>N1 Classes</u> applicants. 2. The date and time of interview will notify parents in writing/email after receiving their applications 3. Individual interviews and play-based activities will be arranged. Parents should accompany their child for the interview. 4. When interviewing NCS children, interpretation and/or translation service for applicants could be arranged where necessary, or parents and children are allowed to be accompanied by a Chinese speaking relative/friend to facilitate communication. Enquiry number: 2326 0280 5. <u>Interview time will not able to change</u> due to the large number of interviews. 6. According to the guidelines of Education Bureau, application fee is non-refundable due to the absence of interview.
<p>Before 10 November 2025</p>	<p>Announcement of Admission Result: We will inform parents of the N1 admission result by post.</p>
<p>*Registration Date* 15 November 2025 (Saturday)</p>	<p>Registration Arrangements:</p> <ol style="list-style-type: none"> 1. Successful applicants: For students who have been admitted to our kindergarten successfully, parents should complete the registration procedures for their child by submitting: <ul style="list-style-type: none"> ➤ Letter of successful application ➤ Registration fee (Half-day class: HK\$970) ➤ Parents should make the payment of registration fee by cheque or bank deposit (with receipt provided) ➤ <u>If you choose to withdraw the offer after the payment is made, the paid registration fee will not be refunded.</u> 2. Applicants on the waiting list: The kindergarten will inform parents by phone or mail. Parents should make registration in our kindergarten on designated dates. Registration fee should be submitted on the same day. 3. Please be reminded that if parents cannot complete the registration procedures on designated dates, the kindergarten will no longer keep the school place for the child. 4. The registration fee shall be returned to parents by cheque after the academic year begins. Should parents decide to change school after registration, please notify the kindergarten in writing, but the registration fee will not be refunded.

Admission Criteria:

1. Interview overall performance(Individual interviews and play-based activities will be arranged)
2. Children will be given priority if they have siblings currently enrolled or graduated siblings
3. Children will be given priority if they are living nearby