

**2024-2025 Admission arrangement**  
**for Lei Yue Mun Methodist Kindergarten(K1)**

**Application form will be distributed starting from 12/9/2023**  
(Application form are accepted whole year, you can register online or obtain forms from school in person or download from the school's website)



**Hand in application form**  
**with registration fee \$40 starting from 22/9/2023**

① Register online : Upload the bank deposit slip of the application fee to the designated location in the registration system

② Obtain forms from school in person or download from the school's website, submit the application form in person with registration fee \$40 starting from **22/9/2023**



**You will receive the interview letter of kindergarten before 21/10/2023**  
(Through Email or letter)



**You will receive the letter of the interview result before 15/12/2023**  
(Through Email or letter)



**EDB registration date : 4/1/2024-6/1/2024**

**1) Hand in registration fee (HD) \$970**

**2) Hand in registration fee (WD) \$1570**

**3) School Year Registration Certificate for Kindergarten Admission 2024/25**

<b>The office hours of kindergarten:</b>	<b>Monday to Friday 09 : 00 - 11 : 00 / 13 : 00 - 16 : 00</b> <b>Saturday 09 : 00 - 11 : 00</b>
<b>CHEER interpretation and translation service :</b>	<b>37556811 (Bahasa Indonesia 、 Tagalog 、 Thai)</b> <b>37556822 (Hindi 、 Nepali)</b> <b>37556833 (Urdu)</b>
<b>EDB website:</b>	<a href="https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/front.html">https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/front.html</a>

## **Priority Criteria for the admission of Lei Yue Mun Methodist Kindergarten (2024-25)**

- \* Agree our school's mission statement and education policy
  - \* Match up with the age development like understanding (listening) and expressing (speaking), concentrating and sit properly.
  - \* Undergraduate students and relatives / graduates and relatives / students who are living in this district
  - \* Children's family which have special requirements (e.g. families with CSSA, twins ...)
  - \* Parent(s) teaching or working full-time in our school
  - \* Parent(s) being a school manager of our school
  - \* Member of the Methodist Church
  - \* Same religious affiliation with our school
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- Notice:
- 1) Parents are required to submit their application for "Registration Certificate for Kindergarten Admission" (hereafter referred as "RC") from September to November 2023. For details, please visit EDB webpage at <https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/front.html> EDB will generally take six to eight weeks to complete the processing of applications and issue the "RC" to eligible applicants by post.
  - 2) 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.
  - 3) Applicants refer to the K1 vacancy information released by EDB web-site <https://www.edb.gov.hk/en/edu-system/preprimary-kindergarten/kindergarten-k1-admission-arrangements/front.html> in early February 2024.
  - 4) All students who have submitted the application form will receive a letter from the school to notify the date and time of the interview. Parents will accompany their children to meet in groups and individual games on the interview day.
  - 5) When interviewing with NCS students, our school will arrange translation services for applicants as needed. Parents and children are also allowed to be accompanied by relatives and friends who can speak Chinese. If applicants need translation services, they can contact our school by email: [lymmkg@lymmkg.edu.hk](mailto:lymmkg@lymmkg.edu.hk) or phone: 34177010 to make relevant arrangements.
  - 6) Priority for admission to full-time class students: dual-career families, take care by elderly, special needs for the family.
  - 7) Our school will notify students who are admitted or not by letters. You notice that "application will not be accepted once quota is exhausted". If there are vacancies, KGs should continue to admit children.
  - 8) Our school will notify the parents who have returned the reply slips by telephone about reserve student.
  - 9) If parents decide to change school after registration, please notify the school in writing letter within 14 days. The school will return the relevant "RC" / "AP", but the registration fee will not be refunded. The school will call the parents to the school within 7 days after receiving the written notification. After the "RC" / "AP" is retrieved, the school will no longer reserve a place for the student.
  - 10) For students who are admitted after the registration day, the school will issue a separate notice by letter. Parents are requested to go to the school to complete the registration procedures on the specified date, and Parents are required to submit the original of the "RC"/ "AP" and pay the registration fee.
  - 11) Our school offers half-day classes (morning and afternoon) for K1-K3 and whole-day classes for K1-K3.