

	Remarks
<b>Age for Admission</b>	Children have reached the age of 2 years or older are eligible for nursery admission.
<b>Acquisition of Application form (No Limit)</b>	<b>In-person</b> : Monday ~ Friday (from 12:30pm - 4pm) ; Saturday (from 9:30am - 12:30pm) <b>Download from this website</b> : <a href="http://www.lmcsy.edu.hk">www.lmcsy.edu.hk</a>
<b>Submission of Application form (No Limit)</b>	<b>In-person</b> : Date : 10 <sup>th</sup> July, 2017 ~ 11 <sup>th</sup> November, 2017 Time : Monday ~ Friday (from 12:30pm - 4pm) ; Saturday (from 9:30am - 12:30pm) Method : Submitted the completed application form with photo, attached two stamped \$2 envelopes with written mailing address, a copy of child's birth certificate and HKD \$40 application fee. <b>By mail</b> : Date : 10 <sup>th</sup> July, 2017 ~ 11 <sup>th</sup> November, 2017 (Stamp chop as shown) Method : Submitted the completed application form with photo, attached two stamped \$2 envelopes with written mailing address, a copy of child's birth certificate and HKD \$40 application fee. (The cheque must be payable to " <b>Hong Kong Sheng Kung Hui Lady MacLehose Centre (Shek Yam) Kindergarten</b> ") Remark : Please make sure that your mail item bears sufficient postage before posting. You can visit the HongKong Post website for more details. <a href="http://www.hongkongpost.hk/tc/sending_mail/local/ordinary/index.html">http://www.hongkongpost.hk/tc/sending_mail/local/ordinary/index.html</a>
<b>Interview Arrangement</b>	Period of Interview : 2 <sup>nd</sup> January 2018 ~ 31 <sup>st</sup> January, 2018 <ul style="list-style-type: none"> <li>● All the applicants will be notified for attending interview by mail.</li> <li>● Interview is conducted by individual or in a group.</li> <li>● Applicant must be accompanied by parent or guardian during the interview</li> <li>● If interpretation/translation is required, please contact the school in advance.</li> </ul>
<b>Release of Admission Result</b>	The result of admission will be mailed to applicant on or before 5 <sup>th</sup> February, 2018.

**Applicant admitted :**

- School will notify the applicant for admission by letter. If the applicant accepts the offer, he/she is required to go for registration in the following dates.
- **Dates of Registration :**  
Please bring relevant information and HKD \$1570 to school from 8<sup>th</sup> ~ 10<sup>th</sup> February, 2018 for registration.

**Applicant on the waiting list**

- School will notify the applicant for wait listing the school placement. If the applicant is willing to wait, he/she is required to fill in the reply-slip and send back to school for follow up action.
- The applicant on the waiting list will be called to fill up the school's vacancy when appears.

- Remarks: 1) Parents can reach EDB website ([www.chsc.hk/kindergarten](http://www.chsc.hk/kindergarten)) for more details of our school profile. Please go to Kwai Ching district and search our school name.
- 2) The school is unable to handle the incomplete application. We will not responsible for any delay and mistakes caused by mails.
- 3) All the application fee is non-refundable whatever your application is successful or not.
- 4) If parents decide to give up the N class placement after registration, the registration fee will not be refunded.
- 5) The school depends on its situation to decide whether they will offer interviews to the applicants who submitted applications after 11th November, 2017.