

	Remarks
Age for Admission	Children have reached the age of 2 years or older are eligible for nursery admission.
Acquisition of Application form (No Limit)	In-person : Monday ~ Friday (from 12:30pm - 4pm) ; Saturday (from 9:30am - 12:30pm) Download from this website : www.lmcsy.edu.hk
Submission of Application form (No Limit)	In-person : Date : 10 th July, 2018 ~ 12 th November, 2018 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. By mail : Date : 10 th July, 2018 ~ 12 th November, 2018 (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 " Hong Kong Sheng Kung Hui Lady MacLehose Centre (Shek Yam) Kindergarten ") Remark : Please make sure that your mail item bears sufficient postage before posting. You can visit the HongKong Post website for more details. http://www.hongkongpost.hk/tc/sending_mail/local/ordinary/index.html
Interview Arrangement	Period of Interview : 2 nd January 2019 ~ 31 st January, 2019 <ul style="list-style-type: none"> ● All the applicants will be notified for attending interview by mail. ● Interview is conducted by individual or in a group. ● Applicant must be accompanied by parent or guardian during the interview ● If interpretation/translation is required, please contact the school in advance.
Release of Admission Result	The result of admission will be mailed to applicant on or before 5 th February, 2019.

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 21st ~ 23rd February, 2019 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) 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 12th November, 2018.