



**For Office Use Only:**

Application No.: \_\_\_\_\_

Date Received: \_\_\_\_\_

Assessment Date: \_\_\_\_\_

**PRESCHOOL (EDB Provisional Registration No.: 608092)  
NURSERY & RECEPTION PROGRAMME APPLICATION FORM**

Please submit the application by POST or by EMAIL together with the below required documents to our Admissions Office. An incomplete application and/or insufficient document will delay the application process.

**Application Checklist**

- Completed application form
- Two passport sized photos of applicant
- Copy of applicant's HKID card and passport page
- Proof of address (recent utility bill or bank statement)
- Copy of applicant's birth certificate
- Copy of parents/guardians' HKID or passport page
- \$40 non-refundable application fee

**Applicant's Photo**

(Taken within last 3 months, plain background, showing full frontal face with clear facial features, dimensions: 40mm(W) X 50mm (H))

**Year of Entry**

\* Please tick as appropriate

Applying for academic year:

- 2017-2018
- 2018-2019
- 2019-2020

**Age guideline**



\*Campus and place allocation will be subject to the place availability for the campus and approval by the Education Bureau. MKSHK has the final decision on allocation of campus and place at the time of place offer

- Nursery Morning Session (3 years old) – Half Day
- Nursery Afternoon Session (3 years old) – Half Day
- Reception Morning Session (4 years old) – Half Day
- Reception Afternoon Session (4 years old) – Half Day

**Age Reference**

2017-2018 academic year		2018-2019 academic year	
Year Group	Child born between	Year Group	Child born between
Nursery (K1)	1 Sep 2013 and 31 Aug 2014	Nursery (K1)	1 Sep 2014 and 31 Aug 2015
Reception (K2)	1 Sep 2012 and 31 Aug 2013	Reception (K2)	1 Sep 2013 and 31 Aug 2014

**Applicant's Details**

*Family Name (Surname)		*First Name		Preferred Name (if any)	
*Applicant's name above has to be identical to the passport (or HKID in the absence of passport)				Gender	#Female / Male
Date of Birth	/DD /MM /YYYY	Country of Birth	Nationality	Other Nationality (if any)	
Is the applicant a HK permanent resident?	#YES / NO	If yes, HKID No	If No HKID, please provide passport No.	Does the applicant hold a valid dependent/study visa in HK? If NO, must provide to us before start school	#YES / NO
Does the applicant have siblings that have studied/are studying at Mount Kelly School HK?		#YES / NO	If yes, name of sibling & class attended/attending		
Home Address in Hong Kong					
Residential Address (if different from above)					
If applicant does not yet live in Hong Kong, when do you plan to arrive/expected start date of school?					

### Expected Join Date

Please provide the date you and/or your child would like to start school (if necessary, please check with our Admissions Office for further details/timetable)	
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### Applicant's Sibling Information

Name (s)	Age (s)	School (s) / School Country	Current Class(es)

### Applicant's Education

#### I) Previous School(s) / Playgroup / Pre-school Activity

Period (Month/Year)		School Name	Year/Grade Level/Activity	School Country / Address	Language of Instruction
From	To				

#### II) English Language Proficiency

Language spoken at home		Applicant's second language (if any)		Applicant's English Fluency level	#Native / Intermediate / Beginner
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#### III) Others

Does the applicant have any special educational needs?	# YES / NO	If yes, please attach report (if any) with this application			
Does the applicant have any medical conditions? Does the applicant need regular medication?	# YES / NO	If yes, please tell us more			
Does the applicant have any allergies (e.g. food, medication)?	# YES / NO				
Does the applicant have any special dietary requirements?	# YES / NO				
Does the applicant have any physical disability?	# YES / NO				

Any other information about the applicant, that you feel may be helpful for us, so that a transition plan can be put in place?

#Circle as appropriate

### Parents / Guardian Details

Father / Guardian 1 Details					
Father/Guardian's Family Name			First Name		
Hong Kong permanent resident?	*YES / NO	HKID / Passport no.		Marital Status	
Nationality			*Email Address		
Father/Guardian's First language			Second Language(s) (if any)		
Father's Profession			Current Workplace		
Position Held			Mobile Phone		
Residential Address (if different)					

#Circle as appropriate

Mother / Guardian 2 Details					
Mother/Guardian's Family Name			First Name		
Hong Kong Permanent Resident?	*YES / NO	HKID / Passport no.		Marital Status	
Nationality			*Email address		
Mother/Guardian's First language			Second Language(s) (if any)		
Mother's Profession			Current Workplace		
Position Held			Mobile Phone		
Residential Address (if different)					

\*Compulsory Field. Email will be the major form of communication between parents and the Admissions Office

Would both parents like to receive email correspondence? #YES / NO	If NOT, please indicate which parent <input type="checkbox"/> Father/Guardian 1 ONLY <input type="checkbox"/> Mother/Guardian 2 ONLY
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### Parent English Proficiency

Father/Guardian 1	Mother/Guardian 2
<input type="checkbox"/> Fully Literate / <input type="checkbox"/> Partially Literate / <input type="checkbox"/> Not Literate	<input type="checkbox"/> Fully Literate / <input type="checkbox"/> Partially Literate / <input type="checkbox"/> Not Literate

### Emergency Contact

Name	Mobile Phone	Relationship with Applicant	
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### How did you hear about Mount Kelly School Hong Kong?

<input type="checkbox"/> Friends / Family recommending Mount Kelly School Hong Kong <input type="checkbox"/> Online Forums: _____ (Forum Name) <input type="checkbox"/> Mount Kelly School Hong Kong website <input checked="" type="checkbox"/> Magazine and Online Articles : _____ (Magazine Name)	<input type="checkbox"/> Seminars / Parent Information Sessions <input type="checkbox"/> Working Company <input type="checkbox"/> Relocation Company _____ (Company Name) <input type="checkbox"/> Support from Admissions Staff <input checked="" type="checkbox"/> Other (Please state): _____
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Admissions Office  
Shop 1, Upper G/F, Austin Tower, 152 Austin Road, TST, Hong Kong  
TEL: +852 2157 9557 / Email: [admissions@mountkelly.edu.hk](mailto:admissions@mountkelly.edu.hk)

**Which aspects of Mount Kelly School Hong Kong are most appealing to you? (Can tick more than one)**

- |                                                              |                                                         |
|--------------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Academic Excellence                 | <input type="checkbox"/> An all-round British Education |
| <input type="checkbox"/> Art, Music, and/or Sports Timetable | <input type="checkbox"/> British Curriculum             |
| <input type="checkbox"/> Atmosphere and Ethos                | <input type="checkbox"/> Other (Please state): _____    |

#Circle as appropriate

**Why did you choose Mount Kelly School Hong Kong for your child?**

**As parents/guardians how would you involve yourself into the school community? (e.g. parent association, school volunteers, career expertise and guidance, etc.)**

**Notes:**

*We ONLY accept applications 2 years in advance of the entrance year and no earlier application is recommended. A non-refundable application fee of HKD\$40 is payable with this application. An offer of a place and campus location is subject to availability and the admission requirements of the School at the time offer is made. A copy of the current Admissions Policy is available on the Mount Kelly School Hong Kong website.*

**Signature and Declaration**

*I declare that the information I have given is accurate and complete. I certify that I have read the admissions policy, and that the information provided on this application is complete and accurate. I also understand that all supporting documents must be received before the admissions process can continue and acknowledge that failure to disclose information may result in denial of admission or a rejected application.*

Signature: \_\_\_\_\_

Relationship to applicant: \_\_\_\_\_

Date: \_\_\_\_\_

The data collected in this form will be used and stored in accordance with the provisions of the Personal Data (Privacy) Ord. Cap. 486 of Hong Kong.

**For Office Use Only:**

Application Checklist

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|-------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Completed application form                     | <input type="checkbox"/> Applicant's birth certificate                                                                                        |
| <input type="checkbox"/> Applicant's photos                             | <input type="checkbox"/> Parents/guardians HKID or passport                                                                                   |
| <input type="checkbox"/> Applicant's HKID card <u>and</u> passport page | <input type="checkbox"/> Payment of application fee in cheque _____ (Bank Name) _____ (Cheque No.) / Receipt of deposit or e-banking transfer |
| <input type="checkbox"/> Address proof                                  |                                                                                                                                               |