



For Office Use Only:

Application No.: _____

Date Received: _____

Assessment Date: _____

**PRE-PREPATORY SCHOOL
NURSERY & RECEPTION 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
- Proof of a \$1,500 non-refundable administrative fee payment by i) Send a cheque together with the application (payable to "MOUNT KELLY INTERNATIONAL LIMITED") or ii) Send a receipt/payment record of Bank Transfer payable to Mount Kelly International Limited (Bank of China A/C No: 012-928-0-005454-8) SWIFT CODE: BKCHHKHH, together with the application

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

- Nursery Morning Session (3 years old)
 Nursery Afternoon Session (3 years old)

*Can tick ALL boxes above but offer of place will subject to place availability

- Reception Morning Session (4 years old)
 Reception Afternoon Session (4 years old)

*Can tick ALL boxes above but offer of place will subject to place availability

Age Reference

2017-2018 academic year		2018-2019 academic year	
Class levels	Child born between	Class levels	Child born between
Nursery	1 Sep 2013 and 31 Aug 2014	Nursery	1 Sep 2014 and 31 Aug 2015
Reception	1 Sep 2012 and 31 Aug 2013	Reception	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	Current Age years old	
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 inHK?	#YES / NO
Does the applicant have sibling studied/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?						

#Circle as appropriate



Applicant's Sibling Information

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

Applicant's Education Background

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



Admissions Office
2/F, Austin Tower Phase Two, 152 Austin Road, Tsim Sha Tsui,, Hong Kong
TEL: +852 2110 1978 / Email: admissions@mountkelly.com.hk

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				Place of Work (Name & Location)		
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				Place of Work (Name & Location)		
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 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 type="checkbox"/> Other (Please state): _____
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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 administrative fee of HKD\$1,500 is payable with this application. Offer of a Place 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

- | | |
|---|--|
| <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 administrative fee in cheque _____
(Bank Name) _____ (Cheque No.) / Receipt of
deposit or e-banking transfer |
| <input type="checkbox"/> Address proof | |