



For Office Use Only:

Application No.: _____

Date Received: _____

Assessment Date: _____

**PRESCHOOL
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

- | | |
|-----------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Completed application form | <input type="checkbox"/> Copy of parents/guardians' HKID or passport page |
| <input type="checkbox"/> Two passport sized photos of applicant | <input type="checkbox"/> 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. (Bank transfer will incur an additional \$15 bank charge - total transfer payment \$1,515) |
| <input type="checkbox"/> Copy of applicant's HKID card <u>and</u> passport page | |
| <input type="checkbox"/> Proof of address (recent utility bill or bank statement) | |
| <input type="checkbox"/> Copy of applicant's birth certificate | |

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: <input type="checkbox"/> 2017-2018 <input type="checkbox"/> 2018-2019	<input type="checkbox"/> Nursery Morning Session (3 years old) – Half Day <input type="checkbox"/> Nursery Afternoon Session (3 years old) – Half Day <input type="checkbox"/> Nursery Afternoon Enrichment Session – must be in conjunction with the Morning Session (3 years old)
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Campus <input type="checkbox"/> TST – The Austine Place Campus <input type="checkbox"/> Tuen Mun Campus <small>*Campus and place allocation will be subject to the place availability for the campus and approval by the Education Bureau</small>	<input type="checkbox"/> Reception Morning Session (4 years old) – Half Day <input type="checkbox"/> Reception Afternoon Session (4 years old) – Half Day <input type="checkbox"/> Reception Afternoon Enrichment Session – must be in conjunction with the Morning Session (4 years old)
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Age Reference

2017-2018 academic year		2018-2019 academic year	
Year Group	Child born between	Year Group	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
Date of Birth		Country of Birth		Nationality	
/DD /MM /YYYY				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 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?					

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

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
2/F, Austin Tower Phase Two, 152 Austin Road, Tsim Sha Tsui,, Hong Kong
TEL: +852 2110 1978 / Email: admissions@mountkelly.com.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 administrative fee of HKD\$1,500 is payable with this application. An 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.

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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 | |