For Office Use Only:

Date:

Application No:

ST. JOHANNES COLLEGE
(CATHOLIC SCHOOL)
天主教聖若望英文書院

Passport Size Photo
相片

(PN) Transfer Pre-Nursery Admission Application Form 2021 – 2022
（幼兒課程）插班入學申請表格 2021 – 2022

Please fill in this application form with a black / blue pen and in **BLOCK LETTERS**. 請用正階中文或大階英文填寫以下的表格.

(A) Student - Applicant's Information 申請人資料

Name: _____ (_____)
姓名 Surname Other Name 中文姓名

Birth _____ / _____ / _____ Age: _____ Gender: M 男 / F 女
出生日期 Day 日 Month 月 Year 年 年齡 性別

Birth Certificate / HKID / Passport #: _____ Birth Place: _____
出生證明書號碼 出生地點

Nationality: _____ Main Language(s) Spoken: _____
國籍 家中常用語言

Home Address: _____
住址

Home Telephone #: _____
住宅電話

*Please provide an active and primary E-mail address for correspondences with SJC. 請提供一個常用電郵作日後聯絡。

Primary E-mail: _____
常用電郵

* School Hours 上課時間: A.M. Section 上午班 8:30a.m. – 11:30a.m. & P.M. Section 下午班 12:30p.m. – 15:30p.m.

(B) Parents' / Guardians' Information 家長 / 監護人資料

Father's / Guardian's Name: _____ (_____)
父親 / 監護人姓名 Surname Other Name 中文姓名

Mobile Phone #: _____ E-mail: _____
手提電話 電郵地址

Working Organization: _____ Occupation: _____
工作機構 職位

Mother's / Guardian's Name: _____ (_____)
母親 / 監護人姓名 Surname Other Name 中文姓名

Mobile Phone #: _____ E-mail: _____
手提電話 電郵地址

Working Organization: _____ Occupation: _____
工作機構 職位

(C) Relatives attending / have attended St. Johannes College 現 / 曾就讀本校的兄弟姊妹

	Name 姓名	Academic Year 學年	Class 班級	Relationship 關係
1				
2				

(D) Reference 推薦人

	Name 姓名	Relationship 關係
1		

_____ _____ _____
Parent's/Guardian's Name 家長 / 監護人姓名 | Signature of the Parents/ Guardians 簽署 | Date 日期

Personal data in this form will be utilized for processing applications for this school admission. After completing the application procedure, all information provided will be discarded of. In accordance with the Personal Data (Privacy) Ordinance, applicants have the right to access, correct and update their own personal data. Please approach the school for any enquiries. 此表格所提供的個人資料會用作處理本校入學申請之用。申請程序完成後，所有提供資料將被銷毀。根據個人資料(私隱) 條例規定，申請人有權要求查閱、更正及更新其個人資料。如有查詢，請與本校聯絡。

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Admissions Process and Form for Transfer Pre-Nursery Section 2021– 2022 Academic Year

We strongly encourage you to read the entirety of this Admissions Process to fully understand the details, dates and procedures required for processing an application for admission.

Step 1 - Application

Distribution Period

1. Period: Rolling Admission ***Please call School Office for availability of admission***

Collection of Application Forms (No Quota)

1. Download from the school website.

Returning Application Forms

1. Period: Rolling Admission
2. Time: 9:00 a.m. – 4:30 p.m. (Monday to Friday)
   9:00 a.m. – 12:30 p.m. (Saturdays).
3. Please complete the application form in blue / black pen and utilise BLOCK LETTERS.
4. Return method: Due to the Covid-19 pandemic, please submit the application form by **post only** together with all requisite documents; this is inclusive of the following:
   - A valid copy of the applicant's identity documents (i.e. birth certificate and/or passport etc.)
   - A passport photo taken within the last 12 months.

   If your child(ren)/ward(s) is a/are non-permanent resident(s)/does NOT possess the right of abode in Hong Kong, it is imperative that you submit a copy of the applicant's valid travel document displaying the latest visa/entry permit to study in the HKSAR issued by the Hong Kong Immigration Department.
   - Two HK$ 6.00 (2) stamped A5 envelopes with the return address clearly written on both.
   - Application fee: HK$40.00 to be submitted together with the application form. The application fee includes the interview fee and is non-refundable and non-transferable whether the application is successful or not.
     (Please settle the exact amount for the application fee in cash or by cheque made payable to St. Johannes College).
5. Return the application form to the school's address: No. 109 Waterloo Road, Kowloon Tong
6. Once SJC receives the application, we will email all the necessary details (i.e.: Application ID, and next steps) to the primary email you have stated on the application form within 2-3 weeks.

Step 2 - Interview

Admission Criteria

1. Interview performance.
2. Applicant(s) with siblings currently studying in the school will be given priority consideration, however, they will also be subject to the minimum passing requirement for their performance in the interview.

Interview Arrangements

1. The school will arrange interviews for all applicants; the Interview date, time and other necessary details will be sent via e-mail.
2. If you do not receive any information on the e-mail address you have provided, please contact the school at your earliest convenience.
3. Interview Address: No. 109, Waterloo Road, Kowloon Tong.

Announcement of Admission Results

1. Application results will be sent out to the primary e-mail address you have listed 2-3 weeks after the interview. If you do not receive any notification 3 weeks after the interview, please feel free to contact our school offices from 9:00 a.m. - 4:30 p.m. Monday - Friday and 9:00 a.m. - 12:45 p.m. on Saturdays.
2. Further instructions regarding accepting your placement at SJC will also be sent to your primary email.

For Further Enquiries

Telephone: 2336-2926
Email: kg@st-johannes.edu.hk