



路德會包美達幼兒園
香港路德會社會服務處

Martha Boss Lutheran Day Nursery
Hong Kong Lutheran Social Service, LC-HKS

本欄由校方填寫：

申請編號：N01/24/

報名日期：_____

面見日期：_____

面見時間：_____

2024/2025 學年入學申請表

Application Form for Admission in the 2023/2024 School Year

甲部：幼兒資料

請用正楷填寫

Part A: Applicant's Particulars

Please write in capital letters

中文姓名： Name in Chinese		*性別： *Sex	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	請貼上 證件相片一張 (近照) A Recent Photo	
英文姓名： Name in English		出生地點： Place of Birth			
出生日期： Date of Birth (DD/MM/YY)		宗教信仰： Religion			
#出生證明書號碼： #Birth Certificate No.		家中常用語言： Spoken Language at Home			
住址： Home Address					
住宅電話： Home Telephone	手提電話： Mobile No.	電郵地址： Email Address			
* 申請班級： * Applying for Class	<input checked="" type="checkbox"/> 全日班 Whole Day	<input type="checkbox"/> 預備班 N1	<input type="checkbox"/> 幼兒班 K1	<input type="checkbox"/> 低班 K2	<input type="checkbox"/> 高班 K3

如使用出生證明書以外的身份證明文件，請註明。

If identity document(s) other than Birth Certificate is used, please specify

乙部：父母/監護人資料

Part B: Parent/Guardian's Particulars

中文姓名 Name in Chinese	英文姓名 Name in English	與幼兒關係 Relationship	職業 Occupation	工作地點 Working Place	聯絡電話 Telephone No.
		父親 Father			
		母親 Mother			

丙部：申請人的兄弟姊妹資料 (如適用)

Part C: Particulars of Siblings (If Applicable)

中文姓名 Name in Chinese	關係 Relationship	現讀班級 Class Attending	就讀學校 School Attending	畢業/離校年份 (如適用者) Year of Graduation/Left (If Applicable)

丁部：*認識本校途徑(可選擇多項)

Part D: * Learn about our Kindergarten by: (you can choose more than one)

<input type="checkbox"/> 本校網站 School website	<input type="checkbox"/> 附近居住 Near to residence
<input type="checkbox"/> 其他網站 Other website	<input type="checkbox"/> 宣傳途徑 (單張、海報、展板等)
<input type="checkbox"/> 親友介紹，請註明：_____	Propaganda (pamphlets, posters, exhibition board)
Introduced by relatives and friends (Please specify)	<input type="checkbox"/> 其他(請列出) Others: _____
家長選擇本校原因： Reason for choosing our school	

* 請在適當的□內加上☑。

* Please ☑ the appropriate boxes.

日期

Date: _____

家長/監護人簽署

Signature of Parent / Guardian: _____

個人資料收集聲明：

此表格所提供的個人資料會用作處理幼稚園入學申請之用。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，請與幼稚園聯絡。

Personal information collection statement:

Personal data in this form is provided for processing application for kindergarten admission. After completion of the application procedure, all information provided will be disposed 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 kindergarten for any enquiries.

遞交入學申請表備忘：

1. 遞交方法：請家長親臨本校遞交入學申請表及辦理報名手續，並連同下列文件一併提交：
 - i. 出示申請人出生證明書(或其他居港證明)正本及遞交副本
 - ii. 申請人證件相片(近照) 1 張 (請貼在申請表上)
 - iii. 回郵信封 4 個(長形信封- 4 吋 x9 吋)，信封上請填寫通訊地址、學生姓名及貼上足夠郵費
 - iv. 報名費\$40 元 (於遞交申請表格時一併收取)，不論取錄與否，報名費概不退還
2. 報名時間：星期一至星期五 上午 9:00 至下午 1:00 及、下午 2:00 至下午 5:00
星期六 上午 9:00 至中午 12:00
星期日及公眾假期 休息
3. 學校將按各級學額空缺情況安排約見，稍後將透過信件通知獲安排面見的申請人。
4. 填報資料及遞交文件不齊，恕不受理，敬請留意。

Notes on Submitting Application Form:

1. Parents must submit the application form to school in person together with the documents required:
 - i. Original and Copy of Birth Certificate or valid travel document which the holder has the right to land in HK of the applicant
 - ii. 1 × Recent Passport-Sized Photograph (adhered to application form)
 - iii. 4 × Rectangular Envelope(4" x 9") with a stamp \$2.2, applicant's name written on and return address written)
 - iv. Application fee: HK\$40 (to be collected together with the application form). The application fee is non-returnable whether the application is successful or not.
2. Office Hour: Monday-Friday : 9:00 am to 1:00 pm & 2:00 pm to 5:00 pm
Saturdays : 9:00 am to 12:00 noon
Closed on Sundays and General Holidays
3. The School will arrange interviews according to vacancies of each grade. Eligible applicants will be notified for interview via mail.
4. Application will be rejected if the application is incomplete and/or any required documents is not submitted.

由校方填寫 For Official Use Only

1. 出示出生證明書(或其他居港證明)正本及 遞交副本
2. 貼上證件相片(近照) 1 張
3. 遞交回郵信封 4 個(9 x 4 吋信封)，信封上已填寫通訊地址、學生姓名及貼上足夠郵費
4. 繳交報名費\$40

收表日期：_____

收表職員姓名：_____