

Nursery/ Kindergarten Enrolment Form

Please fill in the form in English

For Office Use:

Application Date:
Application Number:
Start Date:

Student Information		
Family Name:	First Name:	Student Photo
Name used at home:	Chinese Name:	
Date of Birth: (dd/mm/yyyy)	Age:	
Address:		
Nationality:	Passport No. / HKID:	Gender:
First Language:	Other Languages:	Home Phone No.:
Previous Playgroup/ Nursery/ Kindergarten attendance:		
No. of Siblings: *If so, do they attend Grace Garden International Kindergarten? Yes / No *If yes, name:		

Parent/ Guardian Information	
Primary Contact	
Family Name:	First Name:
Relationship to Child:	Passport No. / HKID:
Occupation:	Mobile Phone No.:
Email Address:	
Secondary Contact	
Family Name:	First Name:
Relationship to Child:	Passport No. / HKID:
Occupation:	Mobile Phone No.:
Email Address:	

Student Medical / Emergency Information	
Emergency Contact:	
Name:	Relationship to Child:
Home Telephone No.:	Mobile Phone No.:
Family Doctor	
Name:	Telephone No.:
Clinic's Address:	
Family Hospital	
Name:	Telephone No.:
Hospital's Address:	
Family Dentist	
Name:	Telephone No.:
Clinic's Address:	
Does your child have any allergies, medical conditions, dietary requirements, physical restrictions or individuals needs? Yes / No	
If yes, please give full details:	

*In the event of any emergency or condition requiring medical assistance, your child will be taken to the nearest government hospital unless other specific instructions are given to Grace Garden International Kindergarten.

Please indicate your preferred campus, class and schedule.

Campus		
<input type="checkbox"/> Lei King Wan	<input type="checkbox"/> Tiu Keng Leng	
Pre-Nursery (2 - 2.8 years old)		
Monday - Friday	<input type="checkbox"/> Morning (9:00-12:00)	<input type="checkbox"/> Afternoon (1:30-4:30)
Nursery (2.8 - 3.8 years old)		
Monday - Friday	<input type="checkbox"/> Morning (9:00-12:00)	<input type="checkbox"/> Afternoon (1:30-4:30)
Lower Kindergarten (3.8 - 4.8 years old)		
Monday - Friday	<input type="checkbox"/> Morning (9:00-12:00)	<input type="checkbox"/> Afternoon (1:30-4:30)
Upper Kindergarten (4.8 - 5.8 years old)		
Monday - Friday	<input type="checkbox"/> Morning (9:00-12:00)	<input type="checkbox"/> Afternoon (1:30-4:30)

Noted to Parents

Please submit the completed application with the following documents.

1. A copy of the child's birth certificate or passport
2. A copy of the child's immunization records
3. A copy of the parent's ID or passport
4. A copy of the child's last school report (if any)
5. A copy of Medical / Special need's report(s) (if applicable)
6. 4 passport sized photos
7. 4 Self-addressed envelopes, stamped at \$2
8. A non-refundable application fee of \$40

Tiu Keng Leng campus cheque payable to "TKL Children Education Limited"

Lei King Wan campus cheque payable to "LKW Children Education Limited"

I do / do not grant you permission to use any photos and/ or video recordings of my child on Grace Graden's class website, Facebook, or in emails to Grace Garden parents.

I hereby give consent for Grace Garden International Kindergarten to use my personal data to contact me directly regarding my child's attendance, progress and upcoming classes. I also give consent for Grace Garden International Kindergarten to use my personal data to deliver news, offers, and promotions suitable for my child.

Signature of Guardian: _____

Date: _____

For Office Use Only			
Student Number			
Submission Date			
Start Date		PN / K1 / K2 / K3 (AM / PM)	
<input type="checkbox"/> Application Fee \$40 (Date:)		<input type="checkbox"/> Registration Fee \$970 (Date:)	
Documents	<input type="checkbox"/> Birth certificate	<input type="checkbox"/> Immunization records	<input type="checkbox"/> 4 Passport Photos
	<input type="checkbox"/> Parent's ID/Passport	<input type="checkbox"/> 4 self-addressed envelop	
	<input type="checkbox"/> Medical/Special Needs Report	<input type="checkbox"/> Child's last school report (if any)	

Remarks:

Acknowledgment of application form

Interview Letter & Date

Acceptance Letter

Monthly Tuition Fee Payment