



鄰舍輔導會 粉嶺 / 元朗 / 東涌 / 東欣** 幼兒園
The Neighbourhood Advice-Action Council
Fanling / Yuen Long / Tung Chung / Tung Yan** Nursery

DN-001

入學申請表格

Application Form for Admission

本校專用 FOR OFFICIAL USE ONLY

申請編號 Application No. : _____

Part A 學生資料 Student's Particulars				
中文姓名 Name in Chinese		* 性別 * Sex	<input type="checkbox"/> 男 M / <input type="checkbox"/> 女 F	
英文姓名 Name in English		出生日期 Date of Birth	相片 Photo	
出生地點 Place of Birth		年齡 Age		
# 出生證明書號碼 # Birth Certificate No.		住宅電話 Home Telephone		
住址 Home Address				
家中常用語言 Spoken Language at Home			期望入學日期 Expected Admission Date	
* 申請班級 * Applying for Class	<input type="checkbox"/> 基礎班 N	<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.

Part B 家長/監護人資料 Parent/Guardian's Particulars					
	姓名 Name	職業◇ Occupation◇	性別 sex	與學生關係 Relationship with Student	聯絡電話 Contact Telephone
1					
2					

Part C 現/曾就讀本幼兒園的兄弟姊妹資料 Particulars of siblings attending / having attended this Nursery				
	姓名 Name	學年 School Year	與學生關係 Relationship with Student	班級 Class
1				
2				

Part D 其他 Other	
申請原因 ◇ Applying for Reason ◇	介紹來源 ◇ Source of Information ◇
<input type="checkbox"/> 父母外出工作 Working parent <input type="checkbox"/> 子女眾多 A large family <input type="checkbox"/> 求學 Study <input type="checkbox"/> 其他，請註明 Other, please specify : _____ _____	<input type="checkbox"/> 自行申請 Self-apply <input type="checkbox"/> 親友鄰里 Recommended by relatives/friends <input type="checkbox"/> 社區團體轉介 Referred by the organization of the community <input type="checkbox"/> 宣傳途徑(單張、海報、展板等) Through newspaper/ magazine <input type="checkbox"/> 其他，請註明 Other, please specify : _____ _____

◇資料供分析用，非必要資料。Not compulsory item, information for data analysis only

**請刪去不適用者。Please delete whichever is inapplicable.

* 請在適當的□內加上✓。Please tick the appropriate boxes.

日期
Date: _____

家長/監護人簽署
Signature of Parent/Guardian: _____

家長/監護人姓名
Name of Parent/Guardian: _____

注意事項/Point to Note：此表格所提供的個人資料會用作處理入學申請之用。申請程序完成後，所有提供資料將一年後被銷毀。至於中途退學之幼兒和畢業生，此表格及有關資料則於七年後銷毀。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，請與幼兒園聯絡。Personal data in this form is provided for processing application for admission. After completion of the application procedure, all information provided will be disposed of after one year. For those children who leave or graduate from the school, the form and the related information will be invalidated immediately after seven years. In accordance with the Personal Data (Privacy) Ordinance, applicants have the right to access, correct and update their own personal data. Please approach the nursery for any enquiries. (修訂日期：15/10/2016)

Part E 此部分由職員填寫 For Office Use Only**呈交文件****Enrolment Documents**

- 幼兒出世紙副本(若非香港出生，需遞交居港證明文件副本)，連同正本核對。
Child's Birth Cert. with the original copy for the confirmation (If your child was not born in Hong Kong, you have to submit the document from the immigration to prove that he/she is allowed to stay in Hong Kong as resident)
- 幼兒相片 1 張 (貼於申請表上)
1 passport size Child's Photo (stick on the application form)
- 回郵信封三個
3 self-addressed envelopes with stamps
- 住址證明副本，連同正本核對。(粉嶺幼兒園適用)
A copy of the address proof, together with the original for the confirmation. (Only for Fanling Nursery)

查收職員簽署 Staff signature/stamp		查收日期 Checking Date	
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**申請結果
Result**

<input type="checkbox"/>	接納 Accepted	入園日期 Admission Date		學生編號 Student No.	
<input type="checkbox"/>	拒絕 Rejected	原因及日期 Reason & Date			
<input type="checkbox"/>	自行撤銷申請 Self-withdrawal	日期 Date			
<input type="checkbox"/>	其他 Other	請註明 Please specify			

職員簽署 Staff signature/stamp		日期 Date	
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**服務終止紀錄
Record of Discharging**

離園日期 Date of discharged			
原因 Cause			
校長簽署 Principal's signature		日期 Date	