

Course Fee Reimbursement for the 2010/11 School Year

[Applicable to Private Independent Kindergartens¹ and Non-profit-making Kindergartens not joining the Pre-primary Education Voucher Scheme (PEVS)]

Preamble

1. This is to inform all private independent kindergartens (PI KGs) and non-profit-making kindergartens not joining the PEVS (non-PEVS NPM KGs) that the course fee reimbursement for the 2010/11 school year has been open for application on 15 June, 2011. To allow principals/teachers more time to gather all required supporting documents, the deadline for applications for this school year has been extended to 31 October 2011. The kindergartens concerned are required to submit the completed Course Fee Reimbursement (CFR) Application Form for the 2010/11 School Year (Application Form) to the Education Bureau (EDB) on or before the deadline. Late applications will not be entertained.
2. Meanwhile, to facilitate the estimation of number of CFR applicants for the 2011/12 school year, kindergartens are requested to complete the “Survey of Principal/Teachers’ Intent to Claim Course Fee Reimbursement for the 2011/12 School Year” (Survey Form). The completed Survey Form should be sent to EDB together with all Application Forms.

Details

3. According to the Implementation Details on professional upgrading of kindergarten principals and teachers as stipulated in the Education Bureau Circular No. 1/2007 on ‘New Initiatives in Pre-primary Education’ (website: <http://www.edb.gov.hk/UtilityManager/circular/upload/EMBC/EMBC07001E.pdf>), eligible principals and teachers of PI KGs or non-PEVS NPM KGs are entitled to claim reimbursement from EDB for up to 50% of the fees for an approved certificate course in Early Childhood Education (ECE); or a degree course in ECE and a Certification Course for Kindergarten Principals, capped at \$60,000, whichever is less.
4. From 2007/08 school year up to the end of 2011/12 school year, eligible principals and teachers may apply for course fee reimbursement from EDB upon successful completion² of the relevant term(s)/year of studies on a yearly basis. They are required to submit Application Form through their serving kindergartens.

¹ Kindergartens (KGs) include kindergarten-cum-child care centres subsequent to harmonisation of pre-primary services as of 1 September 2005.

² ‘Successful completion’ of the relevant term/year of studies means that principals/teachers must pass the course assessment as required by the institution. Each institution would conduct its own assessment of the study, including but not limited to examinations.

5. The Application Form has been uploaded to EDB's website (http://www.edb.gov.hk/FileManager/EN/Content_5828/pi_cfr_af_e.doc). Please read the 'Guidance Notes on Application for Course Fee Reimbursement' before filling in the Application Form (website: http://www.edb.gov.hk/FileManager/EN/Content_5828/pi_cfr_gn_e.pdf).
6. Other relevant information in the form of 'Questions and Answers' can also be found in EDB's website (http://www.edb.gov.hk/FileManager/EN/Content_5828/pi_cfr_qa_e.pdf). Please refer to 'Course Fee Reimbursement Q & A' for details.
7. For enquiries on course fee reimbursement, please contact the Kindergarten and Support Section 2 at 2186 6735.

Education Bureau
June 2011