

Academic Year 2021/2022

“Central Registration for Children Entering Kindergarten for the First Time”

Q&A

1. What is the procedure for “Central Registration”, from registration to enrolment?

- Parents are recommended to consult the enrolment information of the preferred schools first. After conducting online registration on the DSEJ website, the schools that parents selected for their children will inform parents of the interview date and time. After their children have completed the interviews, the admission lists will be released on the DSEJ website and at schools simultaneously within the specified period. Parents can check the admission status of all schools on the DSEJ website. After careful consideration, parents of admitted children should confirm their desired school online and go to the school in person to process registration within the period informed by the school.
- In order to shorten the waiting time for waitlisted students to know the result, schools will release the admission list of waitlisted students before parents of admitted students register at schools in person. Parents can pay attention to the admission status of waitlisted students, and go to school in person to process registration/school transfer within the period informed by the school.

2. How do parents process “Central Registration”? If they cannot register online, how can they seek help?

- Parents should register their children on the webpage of “Central Registration” on the DSEJ website between 6th and 20th January, 2021; input the children’s name, gender, date of birth, identity document number, grade to enrol, “basic information”, “supplementary information” of the preferred schools, Macao mobile numbers of parents as well as upload the children’s recent photo with correct specification (softcopy). A maximum of 6 schools can be selected. An SMS will be sent to parents after successful registration.
- If parents cannot process the registration online, they can register their children at one of the 3 DSEJ counters (located at the headquarters of the Education and Youth Affairs Bureau, Centre of Permanent Education and Centre of Educational Activities of Taipa).
- Should there be any queries about “Central Registration”, parents can learn about the related information through attending explanatory sessions, reading the leaflets, visiting the webpage of “Central Registration” on the DSEJ website, or calling the DSEJ inquiry number at 8397 2309 during office hours.

3. What are the requirements for the child’s photo to be uploaded in “Central Registration” system? How can the registration information be amended?

- Specification of the child’s recent photo: ID photo taken in full face, front view without wearing a hat. (For sample, please visit <http://www.dsej.gov.mo>.)
- Should there be a need to amend the registration information, parents have to update it during the “Central Registration” period (between 6th and 20th January, 2021). Parents can either use the verification code (the 6-digit number in the SMS message) to log in to the webpage of “Central Registration” on the DSEJ website and modify the information in the column of “inquiring/modifying information” or they can go to one of the DSEJ counters in person (located at the headquarters of the Education and Youth Affairs Bureau, Centre of Permanent Education and Centre of Educational Activities of Taipa) for making the amendment.

4. Does “Central Registration” allocate school places according to parents’ priority of choice of schools? Is it on a first come, first served basis?

Parents only need to select the preferred schools from the school list in the “Central Registration” system. There is no priority or sequence order given; the chances are equal for registration on the first day or on the last day. Therefore, parents do not need to rush to register.

5. For children who have returned to live in Macao and wish to enrol in K2 or K3 for the academic year 2021/2022, do their parents need to process “Central Registration” for them?

“Central Registration” is for children who enrol in kindergarten in Macao for the first time. All children meeting the age requirement for entering kindergarten and enrolling in K1, K2 or K3 in Macao for the first time should process “Central Registration”.

6. Can grandparents process “Central Registration” for children?

Parents can authorise other people to handle “Central Registration”, if necessary. The authorised person has to bring the letter of authorisation, his/her own original identity document, a photocopy of the identity document of the child’s father or mother (the one who signed the letter of authorisation), an original identity document and a recent photograph of the child (for photo sample, refer to the guideline at: <http://www.dsej.gov.mo>). Parents are recommended to select the preferred schools for their children to enter first and then request the authorised person to process the registration at one of the DSEJ counters (located at the headquarters of the Education and Youth Affairs Bureau, Centre of Permanent Education and Centre of Educational Activities of Taipa).

7. Can a child who has not applied for or obtained a Macao SAR Resident Card during the “Central Registration” period be registered?

If a child meets the age requirement for entering kindergarten (to enrol in K1, a child must reach 3 years old as at 31st December of the enrolment year), and he/she is applying for, but has not yet obtained a Macao SAR Resident Card during the “Central Registration” period; or a child is not a Macao resident, but a holder of a stay or residence permit for over 90 days issued by the authorised entity of the Macao SAR, his/her parents can bring their own identity documents as well as the child’s identity document to one of the DSEJ counters (located at the headquarters of Education and Youth Affairs Bureau, Centre of Permanent Education and Centre of Educational Activities of Taipa) for processing the registration.

8. Will children who have attended child care centres get priority admission to kindergartens? Can child care centres process registration on behalf of kindergartens?

The DSEJ has issued guidelines to all schools in Macao, schools cannot admit a child depending on whether the child has attended a child care centre or not. In addition, child care centres cannot collect enrolment information from parents or carry out registration procedures such as collecting school-place reservation fee, tuition fee and copy of bank book on behalf of schools in advance.

9. After parents of admitted children have confirmed their desired school online, can they change their decision?

If parents of admitted children wish to change their decision after they have confirmed their preferred school online, they have to update the information on the DSEJ website between 9th and 12th April, 2021.

- 10. If a child is admitted by 2 or more schools, can his/her parents register him/her at all schools at the same time? Can parents of admitted students process school transfer during the period of “Parents of admitted students register at schools in person”?**
- Parents have to give serious consideration to selecting the school for their children to enter and then confirm the preferred school on the DSEJ website between 9th and 12th April, 2021; after that, parents can process enrolment at the preferred school within the specified period. Parents of admitted students cannot process school transfer during the period of “Parents of admitted students register at schools in person”. In order to allow schools to know the demand for school places as early as possible, “Central Registration” sets a timeline for enrolment for all schools in Macao. Once parents have confirmed enrolment in 1 school online, places at other school(s) will be withdrawn.
- 11. If parents of admitted students forget to confirm their preferred school on the DSEJ website or they do not process enrolment at the school after confirmation online, will the school place still be granted?**
- Parents have to confirm their desired school on the DSEJ website and go to the school in person to process registration within the specified period. Belated confirmation or registration at school will lead to the cancellation of the school place.
- 12. A child has enrolled at one school, but from 19th April onwards, he/she is accepted by another more favourite school, how should his/her parents process registration?**
- Parents only need to bring the child’s identity documents to process school transfer at the new school, in accordance with the requirements of the school.
- 13. After processing “Central Registration” for their children, can parents go to other schools for registration?**
- Starting from 19th April, 2021 onwards, parents can visit the DSEJ website to check the status of K1 places available at different schools, and go to the schools that still accept enrolment for registration.
- 14. What should parents do if they did not process “Central Registration” for their children, or their children are not accepted by any school after schools have released the admission lists of waitlisted students?**
- Parents do not need to worry as there are enough K1 places for the academic year 2021/2022. If a child has not been admitted to any school, parents can visit the DSEJ website to check the status of K1 places available at different schools, and go to the schools that still accept enrolment for registration starting from 19th April, 2021 onwards.
 - The DSEJ provides “Service of consultation and arrangement of school places” to parents who are in need, so as to ensure school-aged children’s access to education. Parents can bring the children’s original and photocopy of Macao ID card (for Macao residents) or the children’s stay or residence permit (for non-Macao residents) to the DSEJ headquarters in person to apply for the service during office hours. Address: No. 7-9, Avenida de D. João IV, Macao. Enquiry number: 8397 2309.
- 15. Can a child who was born in December, 2018 not start kindergarten for the academic year 2021/2022? Can his/her parents register him/her in “Central Registration” for the academic year 2022/2023?**
- If a child has not enrolled in any school in Macao before, he/she can be registered through “Central Registration” for the academic year 2022/2023. Parents are recommended to consult the enrolment information and admission regulations of different schools in Macao in order to plan their children’s education.

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