中央研究院附設臺北市私立幼兒園114學年度招生公告

一、 招生班數及人數：招收小班新生30名，及混齡班（大、中班）新生13名。

二、 招生對象：

小班新生為年滿三足歲至未滿四足歲（110年9月2日至111年9月1日出生）之幼兒。

混齡班新生為年滿四足歲至未滿六足歲（108年9月2日至110年9月1日出生）之幼兒。

(一) 本院員工及院友會會員之子女、(外)孫子女：(入園優先順序)

- 第一順位：本院正式編制內員工子女及本園工作人員之子女。
- 第二順位：本院非編制內員工之子女。
- 第三順位：本院編制內員工之（外）孫子女。
  來院參與短期研究計畫之工作人員之子女。
  本院國際研究生之子女。
- 第四順位：本院非編制內員工之（外）孫子女。
- 第五順位：
  院友會會員之子女、(外)孫子女【持有院友證者，且其證書在今年度仍有效者】
  本院退休員工之子女、(外)孫子女【必須先加入院友會，且持有效之院友證，使得依第五順位進入排序資格】
- **基於急難救助精神，本院員工在職期間身故時，如其子女已在本園就學，且在該子女畢業前，尚有其他子女有入園就讀需求時，得於本園每年招生期間提出申請，不受前述順位之限制。**

(二) 院外人員子女（當本院員工及院友會會員之子女、(外)孫子女招收未額滿，尚有缺額時）

三、 入學方式：

(一) 本院員工子女、孫子女、外孫子女
採申請登記方式（依入園優先順序錄取，如人數超過招收名額，以公開抽籤方式決定)。

(二) 院友會會員之子女、孫子女、外孫子女
當本院員工子女、(外)孫子女招收未額滿，尚有缺額時，本園將發通知予院友會，由院友會自行排列入學優先順序。

(三) 院外人員子女
採審查方式（以能配合園方教學模式及生活作息為主)。

四、 報名、查驗證件日期：【本院員工子女、(外）孫子女及院友會會員之子女、(外)孫子女及院外人員子女，皆為統一報名日期】

114年5月8日至114年5月16日（不含例假日)，每日上午9時30分至12時止，請持戶口名簿正（影）本及相關證明文件（請參閱附件)，至本園辦理報名手續。(先前已填寫過報名表者，亦需重新辦理報名登記。)

為維護您的個人資料安全，本園將恪遵個人資料保護相關法令之規定，僅作為提供本次招生報名相關事宜使用，不作為個人資料蒐集及其他不相關之用途。

五、 抽籤日期：

第一階段（本院員工子女、孫子女、外孫子女）

依入園優先順序錄取，如登記超額，訂 114 年 5 月 20 日上午 10 點整，於本園依登記日期舉行抽籤，以抽籤方式決定錄取及備取順序。由家長親自抽籤，若當日未能到場者，請於事前填寫委託書，並由園方公開代抽，不得異議（是否進行抽籤，得視實際情況，再另行電話通知）。

如有多胞胎幼兒報名，須分開登記，其抽籤次數可由家長自行決定「共同抽一支順位籤」或「分開抽個別順位籤」。

第二階段（院友會會員之子女、孫子女、外孫子女）

當本院員工子女、(外)孫子女招收未額滿，尚有缺額時，本園將發通知予院友會，由院友會自行排列入學優先順序；院友會確認入學優先順位後，再交由本園依序錄取。

第三階段（院外人員子女）

(一) 第一、二階段招生尚有缺額，得開放招收院外幼生。

(二) 如登記超額，以能配合園方教學模式及生活作息為主，並依審查方式錄取。

第四階段 114 年 5 月 21 日於中研附幼網站公布 114 學年度新生錄取名單。

六、 報到：經本園公布錄取幼兒，請於 114 年 7 月 1 日至 114 年 7 月 2 日每日上午 9 時 30 分至中午 11 時 30 分止，到本園辦理報到，逾時未報到或學期中有幼生轉出時，依備取名冊幼兒依序遞補之。

七、 為維護本園教職員工生之健康安全，進入本園時，請務必洗手或酒精消毒後，再請您依路線排隊辦理報名、抽籤、報到等相關程序，並請您做好自主健康管理，如有發燒、感冒症狀，則將謝絕進入本園，謝謝您的配合。

八、 本園不以營利為目的，收費以收支平衡、自給自足為原則。

九、 如有任何疑問，隨時歡迎您電洽本園張園長。

電話：2787-1451、2787-1452　　傳真：2788-0342

本園園址：臺北市南港區研究院路二段 12 巷 75 號 1 樓

本園網址：https://kindergarten.sinica.edu.tw/

中研附幼 敬上 2025.04.25

附件

中央研究院附設臺北市私立幼兒園114學年度新生入學資格審查資料

一、戶口名簿正本：

院內、院外、院友會皆須備妥，並請自行影印一份交由園方留存。

二、院內員工之服務證明：

（一）本院正式編制內員工之子女

請檢附中央研究院聘書或識別證（**橘色正本**），並請自行影印一份交由園方留存。

（二）本院非編制內員工之子女

請檢附中央研究院聘（僱）用契約書或識別證（**綠色正本**），並請自行影印一份交由園方留存。

（三）本院正式編制內員工之（外）孫子女

請檢附中央研究院聘書或識別證（**橘色正本**），或其他相關證明文件，並請自行影印一份交由園方留存。

（四）來院參與短期研究計畫之工作人員之子女、本院國際研究生之子女

請檢附中央研究院聘書或服務證明書及識別證，或其他相關證明文件，並請自行影印一份交由園方留存。

（五）本院非編制內員工之（外） 孫子女

請檢附中央研究院聘（僱）用契約書或識別證（**綠色正本**），或其他相關證明文件，並請自行影印一份交由園方留存。

三、院友會會員之服務證明：

請檢附院友會會員識別證(其證書必須在今年度仍有效者)，或其他相關證明文件，並請自行影印一份交由園方留存。

四、院外人士之教師服務證明：

院外人士如為教職人員，請檢附教師在職服務證明或其他相關證明文件，並請自行影印一份交由園方留存。

Academia Sinica Kindergarten

Admission Announcement for the 2025 Academic Year

I. Enrollment classes and numbers of students: 30 new students for the 3-4 year-old class and 13 new students for the 4-6 year-old class.

II. Enrollment Criteria:

New students for the 3-4 year-old class: Children born between September 2, 2021 and September 1, 2022.

New students for the 4-6 year-old class: Children born between September 2, 2019 and September 1, 2021.

A. Admission priority:

- First priority: Children of Academia Sinica certified employees and children of the kindergarten staff.
- Second priority: Children of Academia Sinica non-certified employees.
- Third priority:
    - Grandchildren of Academia Sinica certified employees.
    - Children of visiting scholars participating in short-term research projects at Academia Sinica.
    - Children of TIGP students.
- Fourth priority: Grandchildren of Academia Sinica non-certified employees.
- Fifth priority:
    - Children and grandchildren of alumni association members (those with alumni cards and valid certificates for this year).
    - Children and grandchildren of retired employees of Academia Sinica (must join the alumni association first and hold a valid alumni card).
- **Based on the spirit of emergency relief, if Academia Sinica employees pass away during their tenure and have children enrolled in the kindergarten, and there are other children who need to attend the kindergarten before graduation of the enrolled children, the other children can apply during the annual enrollment period without being subject to the above priority order.**

B. Children of external personnel. (After the enrollment of children and grandchildren of Academia Sinica employees and the alumni association members.)

III. Admission method:

A. Children and grandchildren of Academia Sinica employees

Registration through application. (Admission will be based on priority order. If the number of

students exceeds the enrollment quota, admission will be made by public lottery.)

B. Children and grandchildren of members of the alumni association

If after the enrollment of the children and grandchildren of Academia Sinica employees there are still vacancies, the kindergarten will send a notice to the alumni association, and the alumni association will allocate admission slots to its members.

C. Children of external personnel

Registration based on review (mainly those that can adapt to the kindergarten's teaching model and daily routine).

VI. Date of registration and verification of documents (for the children and grandchildren of Academia Sinica employees, of the alumni association members, and of external personnel).

From 9:30 am to 12:00 am daily on May 8-16, 2025 (excluding holidays), please bring the original (or photocopy) of the household registration and relevant supporting documents (please see the attachment) and go to the kindergarten to complete the registration process. (Those who have previously filled out the registration form must nevertheless register again.)

To protect personal information, the kindergarten will strictly abide by the relevant personal data protection laws and regulations, using the information solely for the purpose of this enrollment process.

V. Draw date:

Admission will be based on the priority order.

First Stage (Children and grandchildren of Academia Sinica employees)

If the number of registrations exceeds the quota, a draw will be held at the kindergarten based on the registration date at 10:00 am on May 20, 2025 to determine the admission and waiting list order. Parents must draw lots in person. If a parent cannot attend, they must fill out a proxy form in advance for the kindergarten to conduct the draw publicly. (Whether a draw is conducted will depend on the situation, and further notice will be given by telephone if necessary.)

In case of twins, separate registrations are required, and parents may decide whether to draw lots jointly (draw once for admission for the pair of students with outcomes both in or both out), or draw lots separately for each twin (with outcomes neither in, one in, or both in).

Second Stage (Children and grandchildren of alumni association members)

If there are still vacancies after enrollment of the children and grandchildren of Academia Sinica employees, the kindergarten will send a notice to the Alumni Association, and the association will allocate admission slots to its members.

Third Stage (Children of external personnel)

A. If there are still vacancies after the first and second stages of enrollment, the enrollment of children of external personnel takes place.

B. If there are more registration than available slots, enrollment will be based primarily on the

ability to adapt to the teaching methods and daily routine of the kindergarten, and admission will be determined through a review process.

Fourth Stage

The list of new students admitted for the 2025 academic year will be published on the Kindergarten's website on May 21, 2025.

VI. Registration: Upon the announcement of admission, parents must register at the kindergarten from 9:30 am to 11:30 am on July 1 or 2, 2025. Failure to register on time or withdrawal of enrolled students during the semester will result in the admission of children on the waiting list in order.

VII. For the health and safety of the kindergarten's faculty, staff, and students, those entering the kindergarten must wash their hands or disinfect them with alcohol before queuing up for registration, drawing lots, check-in, and other procedures. Individuals with fever or cold symptoms will be refused entry. Thank you for your cooperation.

VIII. The kindergarten operates on a non-profit basis, with fees set to balance income and expenditure and achieve self-sufficiency.

IX. Address: 1st Floor, No. 75, Lane 12, Section 2, Academia Road, Nangang District, Taipei City.

Website: https://kindergarten.sinica.edu.tw/

If you have any questions, please contact Principal Chang of the kindergarten at tel: 2787-1451, 2787-1452 or fax: 2788-0342.

Published by the Kindergarten of Academia Sinica on April 25, 2025

(In the event of a conflict between the Chinese and English versions, the Chinese version prevails.)

Academia Sinica Kindergarten

Required Registration Documents for the 2025 Academic Year

I. Original household registration:

All applicants to the kindergarten must show the original registration and submit a copy to the kindergarten.

II. Service certificate of Academia Sinica employees:

A. Children of Academia Sinica certified employees

Please submit your letter of appointment or identification card (**orange original**) from Academia Sinica and a copy.

B. Children of non-certified employees

Please attach the employment contract or identification card **(green original**) from Academia Sinica and submit a copy.

C. Grandchildren of Academia Sinica certified employees

Please attach your letter of appointment or identification card (**orange original**) from Academia Sinica or other relevant supporting documents, and submit a copy.

D. Children of visiting scholars participating in short-term research projects at Academia Sinica and children of TIGP students

Please attach the letter of appointment or service certificate and identification card from Academia Sinica or other relevant supporting documents, and submit a copy.

E. Grandchildren of non-certified employees

Please attach the employment contract or identification card (**green original**) of Academia Sinica or other relevant supporting documents, and submit a copy.

III. Service certificate of the alumni association members:

Please attach your alumni association membership identification card (the certificate must be valid for this year) or other relevant supporting documents, and submit a copy.

IV. Proof of teaching service of external personnel:

For teaching staff, please attach the teacher's service certificate or other relevant certification documents, and submit a copy.