

Admission Handbook in 2023 Academic Year
Public and Non-Profit Kindergarten in New Taipei City

Announcement Date: April 13th, 2023

Announcement Number: 1120591558 (ECE,NTPC)

I. Enrollment Procedure

Enrollment Procedure in 2023 Academic Year

Public and Non-Profit Kindergarten in New Taipei City

Eligibility for Registration

1. Age:

- Preschoolers from the age of 3 to the age when they begin elementary school (Born from September 2nd, 2017 to September 1st, 2020)
- Preschoolers over the age of 2 but under the age of 3 (Born from September 2nd, 2019 to September 1st, 2020)

2. Eligibility

- Preschoolers whose households are set up in New Taipei City
- preschoolers whose households are temporarily set up in New Taipei City and own their legal guardian.
- Non-R.O.C. preschooler who currently lives in New Taipei City, and ethnic Chinese preschoolers
- Preschoolers who are about to be adopted in accordance with the ruling of the court (the trial stage of adoption). The adopter's household registration is required to set up in New Taipei City.

Announcement Date for Enrollment Slots: 9:00 a.m., May 18th (Thursday), 2023

Registration Date: 9 a.m., May 18th, 2023 (Thursday)— 4 p.m., May 26th, 2023 (Friday)

The applicant is allowed to apply for at least one school for every preschooler. The maximum of school application for every preschooler is 60.

Eligibility Confirmation: May 29th, 2023 (Monday) — May 31st, 2023 (Wednesday)

Qualified Application

Disqualified Application

Notify the applicants to deliver additional documents via text messages

Deadline for additional documents: 4:00 p.m. June 5th, 2023

First Drawing Lots: 12:00 p.m., June 6th, 2023 (Tuesday)

First Announcement for Admitted Students: 15:00 p.m., June 6th, 2023 (Tuesday)

First Completion of Online Registration: 3:00 p.m., June 6th, 2023 (Tuesday) — 4:00 p.m., June 7th, 2023 (Wednesday)

Date of Second Drawing Lots: 12:00 p.m. June 8th, 2023 (Thursday)

Date of Second Announcement for Admitted Students: 15:00 p.m. June 8th, 2023 (Thursday)

Second Completion of Online Registration: 3:00 p.m., June 8th, 2023 (Thursday)— 4:00 p.m., June 9th, 2023 (Friday)

Full Enrollment

Kindergarten

Online Registration for Students on the Waitng List

9:00 a.m., June 12th, 2023 (Monday) — 4:00 p.m., June 16th, 2023 (Friday)

Every preschooler is only allowed to sign up for one kindergarten.

Drawing Lots for Students on the Waiting List

Starting from 5 p.m., June 16th, 2023 (Friday)

Date of Announcement for Admitted Students

6 p.m., June 16th, 2023 (Friday)

Enrollment Vacancy

When a school has vacancies, applicants are allowed to fill up the vacancies in order.

Insufficient Enrollment

Kindergarten

Date of Announcement of Enrollment Vacancy

The announcement will be posted on the registration website before 5:00 p.m., June 9th (Friday), 2023.

All Kindergartens Have the Autonomy of Registration Policy

9:00 a.m. June 12th, 2023 (Monday) — the day before direct admission to the next year's program in the same kindergarten.

All kindergartens have full autonomy of registration policy. Applicants with required documents can follow the policy to register until all vacancies are filled.

Completion of Registration

Admitted students should go to the kindergarten with required documents and complete the registration.

II. Eligibility for Registration

1. Age

- 1) All kindergartens are allowed to recruit preschoolers from the age of 3 to the age when they begin elementary school (Born from September 2nd, 2017 to September 1st, 2020).
- 2) All kindergartens with permission issued by New Taipei City Government are allowed to recruit preschoolers over the age of 2 but under the age of 3 (Born from September 2nd, 2019 to September 1st, 2020)

2. Basic Required Eligibility: Preschoolers who meet one of the requirements are allowed to register.

- 1) Preschoolers' household registrations are set up in New Taipei City. However, some preschoolers are not restricted to the policy, such as preschoolers who are referred by related government agencies, placed preschoolers, preschoolers whose either parent is an official staff at the school or at the affiliated kindergarten, and aboriginal preschoolers.
- 2) Preschoolers' household registrations are temporarily set up in New Taipei City and have their own legal guardians. (Household certificate is the required documentary evidence). Registration is only allowed when both parties set up their household registrations in the same household.
- 3) Non-R.O.C. preschooler who currently lives in New Taipei City, and ethnic Chinese preschoolers.
- 4) Preschoolers who are about to be adopted in accordance with the ruling of the court (the trial stage of adoption). The adopter is required to set up his/her household registration in New Taipei City, but adopted preschoolers are not restricted to the policy.

3. Eligibility for Enrollment Registration: Preschoolers who meet the basic requirements mentioned above, and meet one of the requirements mentioned below are allowed to register in the following orders.

- 1) Preschoolers with necessary needs of assistance in accordance with law. The following preschoolers mentioned below are all considered first priority.
 - A. Preschoolers who are physically-challenged or mentally-challenged
 - The privilege is only applied to preschoolers whose eligibility is confirmed by New Taipei City Government prior and who complete their registration before 4:00 p.m. May 5th (Friday), 2023. The privilege of priority is reserved for preschoolers who are confirmed by the city government and complete their registration before deadline.
 - B. Aboriginal preschoolers
 - C. Preschoolers from low-income family
 - D. Preschoolers from mid/low-income family
 - E. Preschoolers from families in hardship
 - F. Preschoolers whose either parent or legal guardian suffers from moderate/severe physical or mental disabilities
- 2) Preschoolers whose household registrations have been set up for at least 2 years (Starting from July 31st, 2021) in the particular districts confirmed by the city government as remote areas where the affiliated kindergartens of schools are located
- 3) Preschoolers who are referred by related government agencies or placed preschoolers
- 4) Preschoolers whose either parent is an official staff at the school or at the affiliated kindergarten
 - The parent is required to prove still being employed by the school on August 1st, 2023.
 - The maximum of admission slot is now allowed to exceed the total number of admission slot approved by the city government which include the slots reserved for the preschoolers having the privilege of direct admission to the next year's program in the same kindergarten. If the school teachers are relocated to other schools due to the reasons that the employment vacancies of his/her original schools are overfilled, or the teachers are relocated to assist other schools, the privilege is still applied to them. The school staff include the official administrative staff, teachers, and government-approved contract-based staff in public kindergarten). Substitute teachers, contingent workers, contract-based staff, additional teachers outside the school official system, and temporary staff for school innovation or projects are not included in the privilege.
- 5) Preschoolers from the families with three or more children.
 - The applicants are required to deliver the household certificate that shows either parent of the children is the same. The household registration of the children are required to set up in the same household based on the orders of their birthdays.
- 6) Preschoolers whose household registrations have been set up for at least two years (Starting from July 31st, 2021) in the districts confirmed by the city as remote areas with inadequate public transportation where the affiliated kindergartens of schools are located in
- 7) The following preschoolers mentioned below are all considered the 7th priority to register.
 - A. Preschoolers whose elder sisters or brothers are still the students of the kindergarten in 2023 academic year

- The privilege is reserved for the preschoolers choosing the approach of direct admission to the next year's program in the same kindergarten. Graduates of the kindergarten in 2022 academic year are not included.

B. Preschoolers whose household registrations are set up or temporarily set up in the administrative branch district of New Taipei City.

- Further information of the administrative branch districts can be found on the appendix page (p8).

C. Preschoolers whose household registrations are set up in the districts where the affiliated kindergartens of the city's municipal primary schools are located or preschoolers whose household registrations are temporarily set up in New Taipei City

- Further information of public elementary school districts and early childhood education can be found on the municipal website. Please visit <http://kidedu.ntpc.edu.tw> and click Enrollment and Tuition for more information.

8) Preschoolers with legal guardians whose household registrations are temporarily set up in New Taipei City, Non-R.O.C. preschoolers who currently live in New Taipei City, and ethnic Chinese preschoolers

III. Stages of Enrollment Policies and Dates

1. Official Websites for the Announcement of Enrollment

1) Education Department, New Taipei City (<http://www.ntpc.edu.tw>). Please click Electronic Bulletin Boards for more information.

2) Early Childhood Education, New Taipei City (<http://kidedu.ntpc.edu.tw>). Please click Recruitment and Tuitions for more information.

3) Public and Non-Profit Kindergarten, New Taipei City (<http://kid123.ntpc.edu.tw>). Please click Recruitment for more information.

2. Details of Enrollment for preschoolers who choose the approach of direct admission to the next year's program in the same kindergarten and preschoolers who suffer from physical or mental disabilities and are confirmed by the city government

1) All public kindergartens and non-profit kindergartens are required to complete their enrollment at this stage before required time.

2) Preschoolers who forfeit the right to be placed or to choose the approach of direct admission.

- If the preschoolers forfeit the right and would like to transfer to other kindergarten, it is required that the parents should apply for an affidavit letter from the original school to prove it before they are allowed to register a new one again.

3) Placed preschoolers who are not confirmed by the city government or do not complete their registration before the required time are disqualified from the privilege of enrollment priority.

3. Procedure and Dates of Enrollment Registration:

1) announcement of Enrollment Slots: 9:00 a.m., May 18th (Thursday), 2023. Please visit <https://kid123.ntpc.edu.tw/> for more information.

2) Registration: 9:00 a.m., May 18th, 2023 (Thursday) — 4:00 p.m., May 26th, 2023 (Friday)

3) Details of Registration:

A. Registration is only available online. Applicants are required to sign up for registration online. Registration is not available via mail.

B. Applicants is allowed to apply for at least one school for every preschooler. The maximum of school application for every preschooler is 60.

C. After signing up for registration online, all applications will be reviewed for eligibility. Applications confirmed eligible for registration will be distributed based on the identity and priority order of the applicants.

D. Detailed instruction of the registration system can be downloaded from the official enrollment website. Please read the instruction thoroughly before signing up for registration.

E. Applicants are not allowed to register or change the priority order after 4:00 p.m. May 26th, 2023. Please complete the registration in advance.

4) Qualification Review: Please refer to appendix 2 for applicable methods of enrollment registration qualification and required documentary evidence s.

A. Systematic review is adopted in principle. All applications are reviewed for qualification based on the database of the municipal household registration and social welfare agencies and then qualification comparison is performed by the system. The deadline date of data statistic is May 12th, 2023.

B. Applicants are required to deliver documentary evidence to the review team of Education Department, New Taipei City for manual review if some of the qualifications can not be reviewed.

C. Review Time and Procedure: Monday, May 29th, 2023 — Wednesday, May 31st, 2023.

D. Time and Procedure for Additional Document:

a) If the required uploaded documents are not complete, parents or legal guardian of the preschoolers will be notified via a text message sent by the system and are required to upload additional document no later than 4:00 p.m. June 5th, 2023 (Monday) to complete registration. Only after the inspection is correct will the application be eligible for the registration. Overdue application will not be accepted.

b) If the identity of the preschoolers or the priority qualification does not meet the requirement, or the applicants do not upload complete additional documents within required time, the preschoolers are only allowed to register with the eligible identity that meets the qualification. If the qualification is not met, the registration will be deemed invalid. At this stage of enrollment, the applicants are not allowed to change the order of their priority school.

5) Registration Notes:

A. If the documentary proofs uploaded are found forged, altered, or false, the applicants' admission qualification will be revoked, and their legal responsibilities can be reserved for further investigation.

B. Registration and uploaded additional documents at this stage will only be notified by text messages. Parents must fill in the correct mobile phone number and pay attention to mobile phone text messages and related phone setting to avoid missing important information and reminders.

6) Enrollment Method: After the registration deadline, the Education Department of New Taipei City will conduct an open event of computer drawing lots.

A. Rules of Admission:

a) The distribution of admission is based on the following orders: identity, age, applicants' priority school. First, all registered preschoolers are prioritized into several groups based on prioritized identities of registration, and then the computer draws lots for them according to age, i.e., age 5, age 4, age 3, age 2. Finally, the selected preschoolers are distributed to their priority schools based on their identities and the order of their priority schools. Every preschooler is only allowed to be distributed to one school. If all the vacancies of their priority schools are all filled up, the distributed preschoolers will not be admitted in their priority schools.

b) Parents or legal guardians with multiple births (twins included) are allowed to decide whether to draw lots together or separately, and upload the affidavit letter onto the enrollment website.

c) For the admission of multiple births (twins included) with the same lot, if the number of admission vacancies is less than the number of multiple births, the parents or legal guardian are allowed to decide whether the preschoolers with the same number of admission vacancies will enter the school or not.

B. Date of Drawing Lots: Preschoolers who are not admitted at this stage will not be listed on the waiting list.

a) First Distribution: It will start at 12 p.m. June 6th, 2023 (Tuesday). The admission results will be available for online inquiry on the official enrollment website after 3:00 p.m. The school which still have admission vacancies after the first distribution will be announced prior to 5:00 p.m. June 7th, 2023 (Wednesday) on the official enrollment website.

b) Second Distribution: It will start at 12 p.m. June 8th, 2023 (Thursday). Students who have not been admitted in the first round of distribution will be distributed again by the system based on the orders of their priority schools after May 26th, 2023 (the deadline of registration). Parents do not have to register again. Students admitted in the first round are not allowed to be distributed again at this stage if they forfeit their first admission. The results at this stage will be available for online inquiry. The school which still have admission vacancies will be announced prior to 5 p.m. June 9th, 2023 (Friday) on the official enrollment website.

7) Details of Registration Completion: All applicants are required to complete their registration online. Please complete the registration procedure at the following time:

A. Students being admitted in the first distribution: 3 p.m. June 6th, 2023 (Tuesday) — 4:00 p.m., June 7th, 2023 (Wednesday).

B. Students being admitted in the second distribution: 3 p.m., June 8th, 2023 (Thursday) — 4 p.m., June 9th, 2023 (Friday).

C. Reminders: Parents or legal guardians of the admitted students are required to complete the registration online within the appointed time. Those who do not follow the rule are considered forfeiting their admission rights.

4. Procedure Details for Students on the Waiting List: (for kindergartens that are already full in admission vacancy.)

1) Recipients:

A. Every eligible preschooler in this school year is only allowed to register 1 school.

B. Parents are required to apply to the original kindergarten to give up the placement or enrollment registration if the child who has been placed in the kindergarten through confirmation, or who has been admitted directly or has been admitted wants to register in another kindergarten. The kindergarten will not accept the application.

2) After the enrollment registration period is over, kindergartens without admission vacancies will open the registration on the enrollment website:

A. Registration Time: 9:00 a.m., June 12th, 2023 (Monday) — 4:00 p.m., June 16th, 2023 (Friday)

B. Drawing Lots Time: 5:00 p.m, June 16th, 2023 (Friday)

C. The Announcement of Results: 6 p.m., June 16th, 2023 (Friday)

D. Enrollment Method: Random numbers are drawn by the computer according to the number of admission vacancies in each kindergarten, and the order of admission vacancies (one to several) is listed.

3) Notes:

A. If there is an admission vacancy in the kindergarten, parents or guardians of the preschoolers should be notified according to the order of the waiting register, and they are required to complete the registration within appointed time with relevant documents in the kindergarten. Those who meet the registration qualifications in this school year will be accepted. If the applicants forfeit their right to attend school, fail to submit required documents after three notifications, or fail to meet qualification review, they will be deemed to have given up attending school. The kindergarten should keep a written record for future inspection

B. The reserved waiting register in this school year is valid until the day before the direct admission registration for public and non-profit kindergartens in the 2024 school year.

5. Parents are allowed to register for their children if there are still admission vacancies in kindergarten after the end of enrollment registration.

A. Registration Time: 9:00 a.m., June 12th, 2023 (Monday) — the day before the direct admission registration for public and non-profit kindergarten in the 2024 school year.

B. Registration Method: All schools have their own autonomy to announce how applicants register. Students are admitted until all admission vacancies are filled.

C. Kindergartens should notify the parents or guardians of the students to complete registration with within appointed time with required documents.

6. Reminders and Supplementary Rules: If the registered students fail to complete the registration procedure within appointed time (tuition payment included), they will be deemed to have given up their studies after three notifications. The kindergarten should make a written record for future inspection.

IV. Others

1. Recruitment

- 1) Review of Admission Qualification: The review team of Education Department, New Taipei City is responsible for the view of qualification for new students.
 - 2) Each school (kindergarten) should form a working group for recruitment. The group is responsible for filling in the admission vacancies, answering questions from parents who register schools for their children, providing necessary assistance for the parents, and notifying the parents or legal guardians with updated information after the completion of registration, such as admission for students on the waiting list, the registration of vacancies, and so on.
 - 3) The enrollment procedure should be carried out in accordance with the handbook. The announcement of the handbook should be posted on the websites of all kindergartens, or be put in a place of the school entrance where people can easily see. As for the personal information of the preschoolers, all staff should be obligated to keep it confidential.
 - 4) After the end of registration, all kindergartens with admission vacancies should announce the place and time for further registration. School staff should thoroughly check the qualifications of the applicants. If they meet the requirements, they are allowed to register.
 - 5) For kindergartens without any admission vacancies, school staff should thoroughly check the qualifications of the applicants. If they meet the requirements, they are allowed to register.
2. All the documents and register of the enrollment should be properly kept for 3 years.

Appendix I: Nine Administrative Branch Districts of New Taipei City

Branch Dist.	District	Branch Dist.	District
Banqiao Branch Dist.	Banqiao Dist. Tucheng Dist.	Ruifang Branch Dist.	Gongliao Dist. Pingxi Dist. Shuangxi Dist. Ruifang Dist.
Sanying Branch Dist.	Sanxia Dist. Yingge Dist. Shulin Dist.	Tamsui Branch Dist.	Tamshui Dist. Shimen Dist. Sanzhi Dist.
Shuang-Ho Branch Dist.	Zhonghe Dist. Yonghe Dist.	Sanchong Branch Dist.	Sanchong Dist. Luzhou Dist.
Qixing Branch Dist.	Jinshan Dist. Wanli Dist. Xizhi Dist.	Xinzhuan Branch Dist.	Xinzhuan Dist. Taishan Dist. Wugu Dist. Linkou Dist. Bali Dist.
Wen-Shan Branch Dist.	Xindian Dist. Wulai Dist. Shenkeng Dist. Pinglin Dist. Shiding Dist.		

Example

John is a preschooler whose real age is five in 2023 academic year. His household is set up in Tucheng Dist., New Taipei City. Both Tucheng Dist. and Banqiao Dist. are categorized into the same branch district. If John's parents would like to apply for the Affiliated Kindergarten of Banqiao Elementary School for their child, they will be allowed to have the priority to do so since John is one of the children whose household is set up or temporarily set up in the branch district where the affiliated kindergarten is located in.

Appendix II: Eligibility for Registration and Required Documents

- For applicants who can be confirmed by the system:
 1. The enrollment system is linked to the system of the city's social welfare and civil affairs databases. The registration is not complete until both the identity and the eligibility of the preschoolers are confirmed.
 2. If the parents or legal guardians of the preschoolers cannot upload the file of household certificate or the certified documents issued by New Taipei City for any reasons, the system will confirm their identity and eligibility for registration.

- Sources of System Confirmation:
 1. Information of household registration in the system: Household registration of the preschoolers (registration date included), the household registration of the aborigines whose households are not set up in New Taipei City, the household registration of the families with three or more children, household registration for the guardians of the preschoolers whose household are temporarily set up in New Taipei City.
 2. Information of social welfare in the system: Social welfare documents issued by New Taipei City, documentary evidence of either parent or legal guardian suffering from moderate/severe physical or mental disabilities.

- For applicants who can't be confirmed by the system:
 1. For the applicants who cannot be fully confirmed by the system and those who set up their household in New Taipei City or receive social welfare documentary evidence after the deadline, it is required to upload related documentary evidence onto the registration website for confirmation. (Deadline: May 12th, 2023)
 2. For applicants who do not deliver social welfare documentary evidence issued by New Taipei City, it is required to upload related document proof onto the registration website for confirmation.

Priority	Eligibility	Registration Instructions		Note
		Required Documents: 1. Household certificate of the preschooler 2. Copy of documentary evidence for the eligibility of the preschooler	Registration Completion	
1	Aboriginal preschoolers	The identity of the preschooler is required to be noted on the household certificate.	Upload the documentary evidence onto the registration website for system confirmation	It is required to register via mail if the preschoolers whose households are not set up in New Taipei City.
	Preschoolers from family in hardship or mid/low income family	Documentary evidence of mid/low income family regulated by Public Assistance Act is required.	Upload the documentary evidence onto the registration website for system confirmation	It is required to register via mail for applicants who can't provide documentary evidence issued by Social Welfare Department, New Taipei City.
	Preschoolers whose either parent or legal guardian suffers from moderate/severe physical or mental disabilities	It is required to provide the Disability Card issued by the government or related documentary evidence of either parent or legal guardian suffering from moderate/severe physical or mental disabilities.	Applicants are required to upload the documentary evidence onto the registration website for confirmation.	

Priority	Eligibility	Registration Instructions		Note
		Required Documents: 1. Household certificate of the preschooler 2. Copy of documentary evidence for the eligibility of the preschooler	Registration Completion	
2	Preschoolers whose household registrations have been set up for at least 2 years (starting from July 31 st , 2021) in the particular districts confirmed by the city as remote areas where the affiliated kindergartens of schools are located	Both moving-out and moving registrations should be noted on the household certificate.	Applicants are required to upload the documentary evidence onto the registration website for confirmation.	
3	Preschoolers referred by related government agencies or placed preschoolers	Documentary evidence of referral or placement is required.	Applicants are required to upload the documentary evidence onto the registration website for confirmation.	
4	Preschoolers whose either parent is an official staff at the school or at the affiliated kindergarten	An employment certificate that shows either parent is an official staff at the school. The parent is required to stay employed at the school on August 1 st , 2023.	Applicants are required to upload the documentary evidence onto the registration website for confirmation.	

Priority	Eligibility	Registration Instructions		Note
		Required Documents: 1. Household certificate of the preschooler 2. Copy of documentary evidence for the eligibility of the preschooler	Registration Completion	
5	Preschoolers from family with three or more children	Proof of family with three or more children is required to be noted on the household certificate. If the children's household registrations are different, all household certificates or household registration transcripts should be provided.	Applicants are required to upload the documentary evidence onto the registration website for confirmation.	
6	Preschoolers whose household registrations have been set up for at least two years (starting from July 31 st , 2021) in the districts confirmed by the city as remote areas with inadequate public transportation where the affiliated kindergartens of schools are located	Both moving-out and moving registrations should be noted on the household certificate.	Applicants are required to upload the documentary evidence onto the registration website for confirmation.	

Priority	Eligibility	Registration Instructions		Note
		Required Documents: 1. Household certificate of the preschooler 2. Copy of documentary evidence for the eligibility of the preschooler	Registration Completion	
7	Preschoolers whose elder sisters or brothers are still the students of the kindergarten in the new academic year	Household certificate is required.	Applicants are required to upload the documentary evidence onto the registration website for confirmation.	
	Preschoolers whose household registrations are set up or temporarily set up in the administrative branch district of New Taipei City	Household certificate is required.	Applicants are required to upload the documentary evidence onto the registration website for confirmation.	It is required to register via the registration website for preschoolers whose household registrations are temporarily set up in the administrative division.

Priority	Eligibility	Registration Instructions		Note
		Required Documents: 1. Household certificate of the preschooler 2. Copy of documentary evidence for the eligibility of the preschooler	Registration Completion	
	Preschoolers whose household registrations are set up in the districts where the affiliated kindergartens of the city's municipal primary schools are located or preschoolers whose household registrations are temporarily set up in New Taipei City	Household certificate is required.	Applicants are required to upload the documentary evidence onto the registration website for confirmation.	It is required to register via the registration website for preschoolers who currently live in the public elementary school district or whose household registrations are temporarily set up in the public elementary school district
8	Preschoolers whose household registrations are set up in New Taipei City	Household certificate is required.	Applicants are required to upload the documentary evidence onto the registration website for confirmation.	Registration is only available via registration website for twin preschoolers who would like to draw lots once for both.

Priority	Eligibility	Registration Instructions		Note
		Required Documents:	Registration Completion	
	Preschoolers with legal guardians whose household registrations are temporarily set up in New Taipei City	1. Household certificate of the preschooler 2. Copy of documentary evidence for the eligibility of the preschooler		Applicants are required to upload the documentary evidence onto the registration website for confirmation.
	Non-R.O.C. preschoolers who live in New Taipei City and ethnic Chinese preschoolers	Passport and residence certificate		Applicants are required to upload the documentary evidence onto the registration website for confirmation.
<p>● Important Reminders:</p> <ol style="list-style-type: none"> The enrollment registration deadline is on May 27th, 2023. For applicants who can neither set up household registrations in New Taipei City nor deliver related documentary evidence before the deadline are required to register via registration website for identity confirmation. If the preschoolers are about to be adopted in accordance with the ruling of the court (the trial stage of adoption), applicants for the preschoolers are required to deliver related documents that include the adopter's household certificate, a legitimate contract for the trial stage of adoption between the adoption agency and the adopter / the person placing out a child for adoption, and other related documents. All documentary evidence s should be uploaded onto the registration website. 				