

# ABOUT APPLYING ONLINE TO AN ONTARIO UNIVERSITY

- Go to: <http://www.ouac.on.ca/>
- Are you Group A or Group B application? The Undergraduate application is a smart application and will automatically put you in the right group. **You will be a Group A application** as you are a current high school student who has an OSSD, or working toward an OSSD, with 6 grade 12U/M courses.
- Click on **'Apply Now'**
- The first time you log in, you will need to create an OUAC Profile. You can do this by clicking **'Create My Account'**
- You will be prompted to put in your email address so that you can be verified. **You will not be able to submit your application until you verify your email address.**
- Create your Username and Password** (make it easy for you to remember as you will need it many times over the application cycle) – you will be asked to agree with the *OUAC Terms and Conditions*, and then you will click **'Create My Account'**
- To start your application, you will need your **OEN** (will be sent to your GAPPS email during the week of October 15th)
- Click **'Undergraduate'**, then click **'Continue'**, then click **'Start Application'**, then click **'Get Started'**.
- Add your information to the 'The Basics' section** – this includes The Basics, Citizenship & Language, Applicant Diversity Census & Contact Details
- Under **Education** - **You will need to provide information about ALL institutions where you were registered in 1 or more high school courses for grades 11 and 12 (school name and start/end dates). Courses taken in night school, dual credit, SHSM through YRDSB do not need to be added to list of institutions attended.**
  - Assuming you have been at Hodan Nalayah since grade 9 → **Start Date: Sep 2021 – End Date: June 2025**
  - For highest year level achieved put **'Grade 12'**; For Diploma Type put **'OSSD'**
  - In the **'Tell Us More/Add Other Information'** section, you would indicate your intention to write an Advanced Placement (AP) exam by June.
- You do not need to enter any information into the **'Activities and Employment'** section
- Select your program choices** by using the 'Program Code Option' (if you know the program codes) or by the 'University or Geographic Area Search Option'
- Enter the program codes – you may choose **THREE** programs for your first payment of **\$156**; each **additional program** choice will cost **\$50** (maximum 3 programs per school)
- Complete the **'Program Details'** screen if requested [i.e. Subject of Major Interest (if applicable), co-op options (if available), expected date of enrollment (i.e. Sept. 2025), expected course enrollment (i.e. full-time), and year level (first year)].
- Order your choices** (does not affect scholarship or admission consideration unless stated specifically by the university)
- Supporting Documents'** section
  - 'Transcripts'** (leave blank – Hodan Nalayah SS will have already submitted your mark history to OUAC electronically)
  - The **'Document Upload'** section is **not mandatory** – schools will let you know if they require additional documentation
- Review Summary** – Expand each section to review your application details and ensure that your information is correct
- Submit your application – Read the **'Applicant's Declaration'** and then click **'I Verify and Agree'** to proceed to payment
- Submit your payment (debit/credit card, online banking or Flywire). Prepaid credit cards are not accepted
- SAVE/PRINT** Confirmation page and **RECORD** your OUAC Reference Number

My OUAC Reference Number:  
2025 -

- Once you have submitted your application, you will use your username and password to login every time

*If you have not been in an Ontario School for 4 years from the date of your university application, or have been at a school where English was not the main language of instruction, you may need to demonstrate a language proficiency requirement (i.e. IELTS, TOEFL). See Guidance for more info.*

\*\* Tutorials can be viewed by clicking **'Getting Help'** in the top right corner of <http://www.ouac.on.ca/> \*\*

## TIMELINES:

As soon as possible	<ul style="list-style-type: none"> <li>Begin researching</li> <li>Use the "Programs" or "Universities" feature on the <a href="http://www.ouinfo.ca">www.ouinfo.ca</a> website</li> </ul>
Week of October 15, 2024	<ul style="list-style-type: none"> <li>OEN will be sent to your GAPPS email</li> </ul>
November 15, 2024	<ul style="list-style-type: none"> <li>Grade 11 marks and Grade 12 midterm marks are electronically forwarded to OUAC for all possible university applicants</li> </ul>
January 15, 2025	<ul style="list-style-type: none"> <li>Deadline for students to submit applications online to OUAC</li> </ul>
February 13, 2025	<ul style="list-style-type: none"> <li>Semester 1 final marks forwarded electronically to OUAC</li> </ul>
Late February	<ul style="list-style-type: none"> <li>Review your grades and account to ensure accuracy</li> </ul>
April 24, 2025	<ul style="list-style-type: none"> <li>Semester 2 midterm marks forwarded electronically to OUAC</li> </ul>
May 29, 2025	<ul style="list-style-type: none"> <li>Latest date by which all students can expect a response from an Ontario university</li> </ul>
June 2, 2025	<ul style="list-style-type: none"> <li>Earliest date that a university can require a response to an offer of admission and any kind of financial commitment (including registration and residence deposit)</li> </ul>
June - August	<ul style="list-style-type: none"> <li>Admission Information Service available for students not admitted to a university program by June</li> </ul>
End of June	<ul style="list-style-type: none"> <li>Semester 2 final marks forwarded electronically to OUAC</li> </ul>

**\*\*\*If you CHANGE HIGH SCHOOLS MID WAY THROUGH THE YEAR:** You must arrange for your new school to inform OUAC about the change of high school. This will ensure that your academic data is sent to OUAC.