

# Welcome...

a few things to note before we begin:

- Grab a handout

- if you are a SHSM student, attending this session counts as a Reach Ahead (you will need to self-report using the Google Form on the SHSM Google Classroom)

- These slides will be shared on the Maple Guidance Information - Grade 12 Google Classroom (**ibmsbr3**) and on the [Maple HS Guidance webpage](#)

**APPLICATION OPENS SEPTEMBER 30th**



# Ontario College Application User Guide

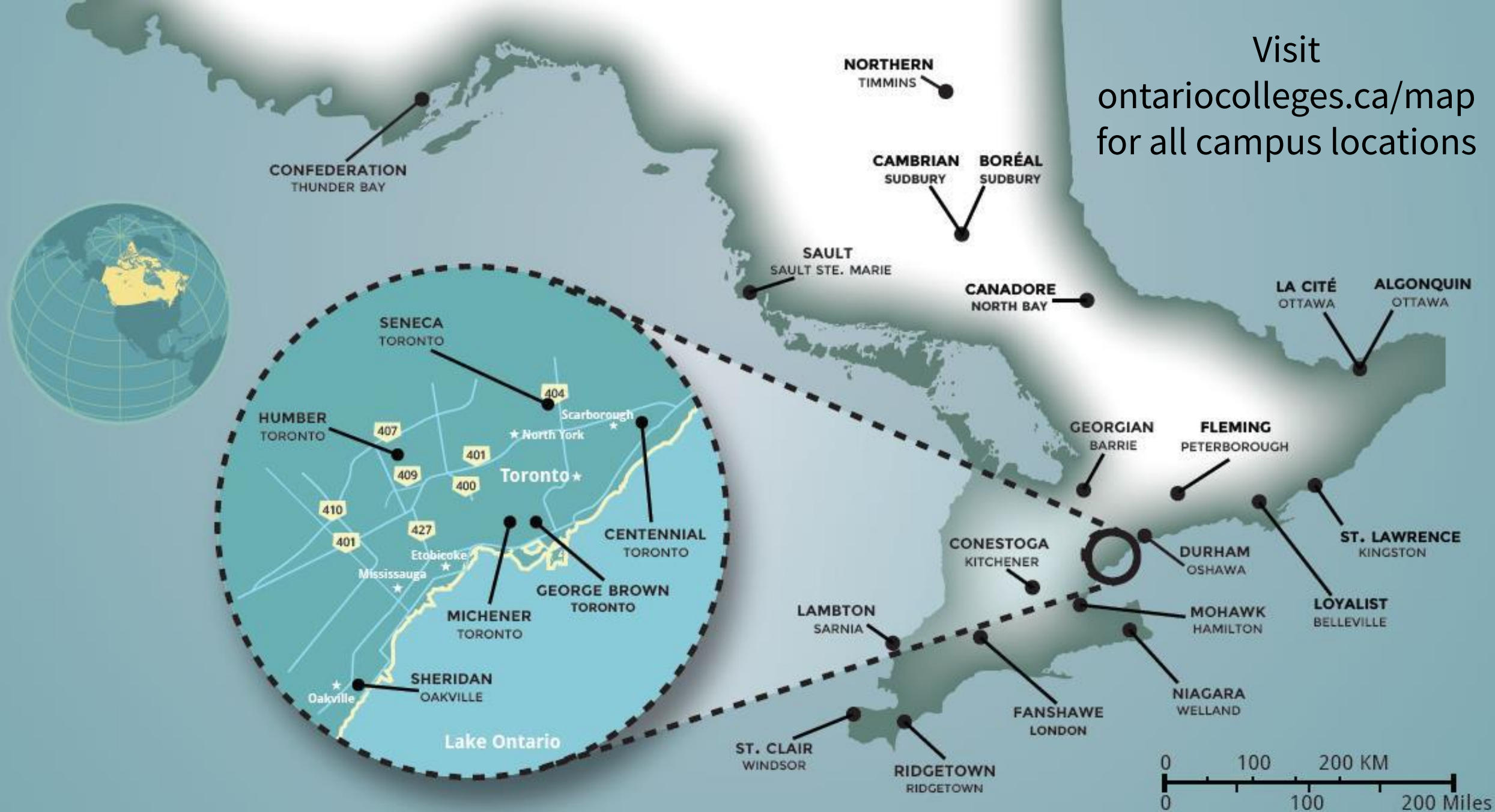
2023 / 2024

**ontariocolleges.ca**

*\*for entry into 2024-2025 programs*

# **Research Colleges and Programs**

Visit  
[ontariocolleges.ca/map](http://ontariocolleges.ca/map)  
for all campus locations





























# Explore Colleges

Go to [ontariocolleges.ca/colleges](https://ontariocolleges.ca/colleges)

ontariocolleges.ca

Applying ▾ Colleges ▾ Programs FAQ ▾ Q

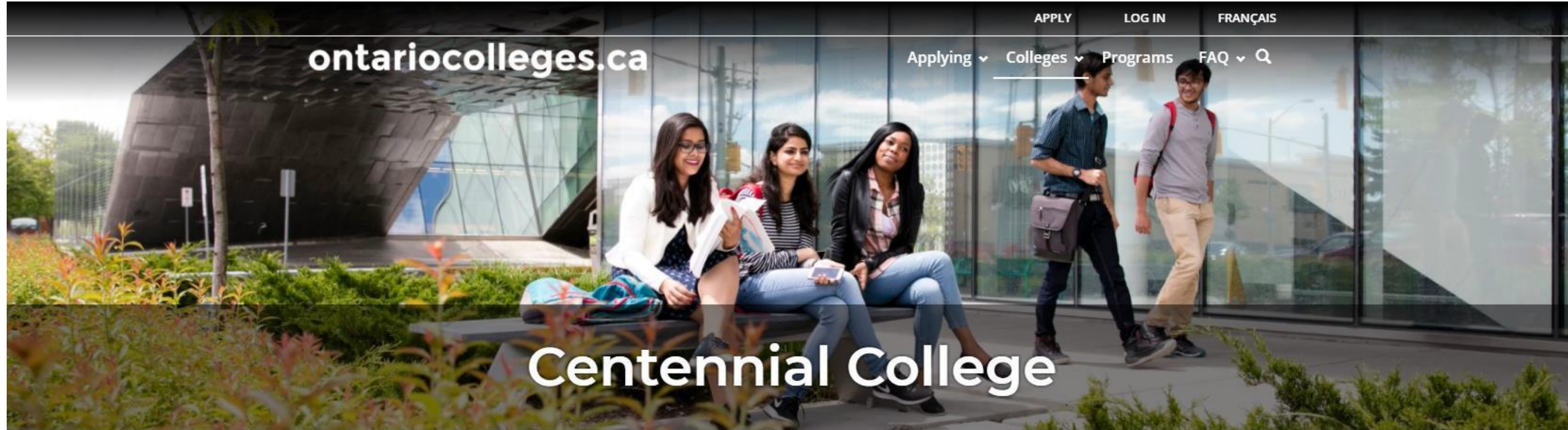
Explore by college:

 Algonquin	 Cambrian	 Canadore
 Centennial	 Collège Boréal	 Conestoga
 Confederation	 Durham	 Fanshawe
 Fleming	 George Brown	 Georgian
 Humber	 La Cité	 Lambton
 Loyalist	 Michener Institute	 Mohawk
 Niagara	 Northern	 Ridgetown College
 Sault	 Seneca	 Sheridan
 St. Clair	 St. Lawrence	

Click any college name to start exploring.



# Explore Colleges



[Home](#) | [Colleges](#) | Centennial College

[Message from Centennial](#)

[Life at Centennial](#)

[Gallery](#)

[Campus Locations](#)

[Programs](#)

## Centennial College: See Where Experience Takes You

When Centennial College was founded as Ontario's first public college in 1966, it focused on preparing students for burgeoning new careers in business, communications and social services. Rapidly expanding public services such as recreation and child care needed new kinds of practitioners, and the college emphasized careers that were geared to the local economy. By contrast, today's Centennial College is an integral part of the global economy. With 7,000 international students enrolled at its Toronto campuses, Centennial has become a cosmopolitan learning destination that transcends borders and brings tangible benefits to all who learn here.

Learning should be visceral, imaginative, liberating and empowering. At Centennial, it is. Graduates are prepared to do meaningful work and lead meaningful lives. Students are given significant opportunities to engage, both locally and internationally. Volunteer experiences through our Global Citizenship and Equity Service Learning Experiences (GCELE) dispatch students to distant lands, including Peru, South Korea and Kenya, to perform service learning in rural and often remote communities. Our award-winning approach to teaching

Learn more about the college, its programs and student life.

# Explore Colleges

## Programs

APPLYLOG INFRANÇAIS

ontariocolleges.ca

Applying ▾Colleges ▾ProgramsFAQ ▾Q

Programs at Centennial

Search Programs

PROGRAM SEARCH Q

Filter by:

Results: 1 - 20 of 698

Filtered by Centennial

Campus ▾

Program Category ▾

Start Date ▾

Credential ▾

Language of Instruction ▾

Program Availability ▾

Program Level ▾

Program Type ▾

Program Delivery ▾

Highly Competitive ▾

(Automotive) Motive Power Technician (8202) ▾

Centennial | Ashtonbee Campus | Full Time | Sep 2018 | Open | Website

(Automotive) Motive Power Technician (8202) ▾

Centennial | Ashtonbee Campus | Full Time | Sep 2017 | Closed | Website

(Heavy Duty Equipment) Motive Power Technician (8215) ▾

Centennial | Ashtonbee Campus | Full Time | Sep 2018 | Open | Website

(Heavy Duty Equipment) Motive Power Technician (8215) ▾

Centennial | Ashtonbee Campus | Full Time | Sep 2017 | Closed | Website

(Truck And Coach) Motive Power Technician (8214) ▾

Centennial | Ashtonbee Campus | Full Time | Sep 2018 | Open | Website

(Truck And Coach) Motive Power Technician (8214) ▾

Centennial | Ashtonbee Campus | Full Time | Sep 2017 | Closed | Website

Accounting - Business (2801) ▾

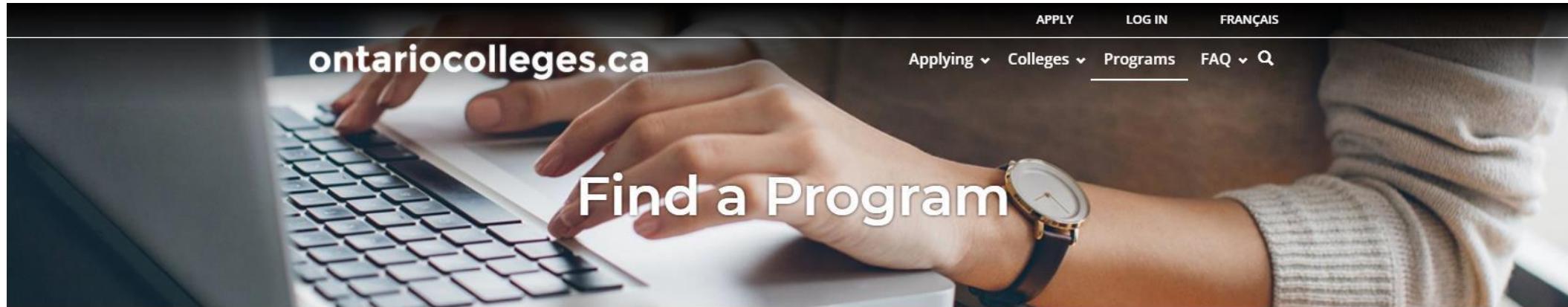
Centennial | Progress Campus | Full Time | Jan 2018 | Open | Website

Searchable list of all programs offered by the college.



# Search for Programs

Go to [ontariocolleges.ca/find](https://ontariocolleges.ca/find)



[Home](#) | [Programs](#)

PROGRAM SEARCH 

Search by keyword

## Explore by category:

[Agriculture, Animal & Related Practices](#)

[Arts & Culture](#)

[Business, Finance & Administration](#)

[Career & Preparation](#)

[Computers & Telecommunications](#)

[Culinary, Hospitality, Recreation & Tourism](#)

[Education, Community & Social Services](#)

[Energy, Environmental & Natural Resources](#)

[Engineering & Technology](#)

[Fire, Justice & Security](#)

[Health, Food & Medical](#)

[Media](#)

Search by category



# Search for Programs

Go to [ontariocolleges.ca/find](https://ontariocolleges.ca/find)

APPLY



















LOG IN

FRANÇAIS

**ontariocolleges.ca**

Applying ▾Colleges ▾ProgramsFAQ ▾Q

Explore by college:

 Algonquin	 Cambrian	 Canadore
 Centennial	 Collège Boréal	 Conestoga
 Confederation	 Durham	 Fanshawe
 Fleming	 George Brown	 Georgian
 Humber	 La Cité	 Lambton
 Loyalist	 Michener Institute	 Mohawk
 Niagara	 Northern	 Ridgetown College
 Sault	 Seneca	 Sheridan
 St. Clair	 St. Lawrence	

Search by college

# Search for Programs

Refine **Your Search**

APPLYLOG INFRANÇAIS

ontariocolleges.ca

Applying ▾Colleges ▾ProgramsFAQ ▾Q

[Home](#) | [Programs](#)

X PROGRAM SEARCH Q

Filter by:

Results: 1 - 20 of 273

College ▾

Campus ▾

Program Category ▾

Start Date ▾

Credential ▾

Language of Instruction ▾

Program Availability ▾

Program Level ▾

Program Type ▾

Program Delivery ▾

Highly Competitive ▾

Practical Nursing (1704X01F) ▾

Algonquin | Woodroffe Campus | Full Time | Sep 2018 | Open | [Website](#)

Practical Nursing (1704X01F) ▾

Algonquin | Woodroffe Campus | Full Time | Jan 2019 | Open | [Website](#)

Practical Nursing (1704X01F) ▾

Algonquin | Woodroffe Campus | Full Time | Jan 2018 | Waitlisted | [Website](#)

Practical Nursing (1704X01F) ▾

Algonquin | Woodroffe Campus | Full Time | Sep 2017 | Closed | [Website](#)

Refine your search results by College, Campus, Program Category, Start Date, Credential, Highly Competitive and more.

# Attend College Events

## Ontario College Fair (OCF)

The Ontario College Fair is an in-person event that brings together all Ontario Colleges in one location. You can meet with college representatives to gather information about programs, campuses, and admission requirements. You can even learn how to apply to college from the event.

The Ontario College Fair is a great place to start exploring all that college has to offer.

The Ontario College Fair will happen on **October 18-19 this Fall**. For more info, visit <https://ontariocollegefair.ca/>

## College Open Houses

The colleges host Open House events every fall and spring. To find out when they're happening, check out the Maple Grads 2023 Google Classroom.

# Upcoming Events:

- **October 1, 2023** from 2-6 p.m. - *Study and Go Abroad Fair* - Metro Toronto Convention Centre
- **October 18, 2023** from 5 p.m. to 9 p.m. and **October 19, 2023** from 9 a.m. to 2 p.m. – *Ontario Colleges Fair* - Enercare Centre
- **November 3, 2023** – *Post-secondary Fair*, Stephen Lewis Secondary School, 6 p.m. to 8 p.m.
- **November 15 and 16, 2023** - Level Up Apprenticeship Fair, International Centre (Mississauga, ON)
- **November 18, 2023** from 12:00-5:00 p.m. – *Student Life Expo* - Metro Toronto Convention Centre

\*other YRDSB events can be found [here](#)



# Prepare To Apply



You will need:

- OEN
- Student #
- Legal Name (as it appears on your report card)
- complete mailing address

NOTE: These instructions are for domestic applications (Canadian Citizens and Permanent residents). If you are an International Student or Convention Refugee, you will need to apply to each school separately. We have posted instructions to the 5 GTA schools on our [Maple High School Guidance Webpage](#) to help you. If you have questions, please [contact your guidance counsellor](#).

# Important Dates

## Late September-Early October 2023: Online Application Opens

- 2023 / 2024 application opens at [ontariocolleges.ca](https://ontariocolleges.ca).

## November 1, 2023: Earliest Offer Date for non-competitive programs

- November 1<sup>st</sup> is the first day that colleges **may** begin sending offers of admission.

## February 1, 2024: Equal Consideration Date

- Applications **received and paid for on or before this date** are considered equally by the colleges. It is critical to apply to highly competitive programs by this date. Applications are still processed after this date, but are considered on a first-come, first-served basis by the colleges.

## February 1, 2024: Earliest Offer Date for competitive programs

- February 1<sup>st</sup> is also the first day that colleges **may** begin sending offers of admission. Colleges continue to offer admissions until programs are filled.

## May 1, 2024: Confirmation Deadline

- Most offers of admission must be confirmed by this date. The colleges will determine the due date to confirm offers made after May 1. Check your offer package to find out the expiry date of your offer of admission.

## Mid-June 2024: Tuition Deposit Due

- The colleges require payment of a tuition deposit in mid-June to secure your spot in your program. Each college sets its own tuition deposit amount and payment deadline. This information will be communicated to you by the college.

\* Please note that the above dates apply to programs beginning in the fall of 2024. Contact the colleges for deadlines for other start dates.

# Important Info About the Application

- The application processing fee is **\$125** (non-refundable).
- There may be additional fees
- An application allows you up to **5 program choices**, with **no more than 3** at any one college.
- All program choices must start within the same academic year (August – July).
- Your username is **permanent**. It will not change if you update your contact email address.
- Your password must be between **8 and 14 characters** in length.
- **DO NOT** create more than one account.
- Some information will be automatically added to your account based on the information you provided when creating your account.
- You cannot change your first name, last name, date of birth, OEN number or academic data. To make changes to your personal information, contact [ontariocolleges.ca](http://ontariocolleges.ca). If there are problems with your grades, talk to your guidance counsellor.
- The online application works best in the following browsers: Internet Explorer 9, 10 & 11, Firefox latest version, Chrome latest version, Safari 7+ & iOS 7+.
- The [ontariocolleges.ca](http://ontariocolleges.ca) mobile app works best on Android and iOS smartphones.

# Important Info About the Application

## Email Address

Provide a valid email address

- ontariocolleges.ca uses email to communicate important information about your application, account activation, and username / password recovery.
- The colleges use email to communicate with you about your application and offers of admission.
- Update your email address in the Contact Information section of the online application if it changes.

Check your email regularly

- Check your junk / spam folder.
- Add **noreply@ontariocolleges.ca** to your safe senders list.

## Privacy Statement

Review our complete Privacy Statement

- It explains how we use the information provided as part of your college application.
- A link to the Privacy Statement is located in the footer of the ontariocolleges.ca website and within the online application.



# Your ontariocolleges.ca Account

## Your ontariocolleges.ca account allows you to:

- Apply to any of Ontario's 26 public colleges.
- Review and update your college application.
- Request Ontario high school transcripts (from participating schools).

**Note:** Grades for most current high school students are sent automatically by your high school.

- Request Ontario college / university transcripts.
- View and accept offers of admission.

## To complete your application, you'll need:

- Your complete home mailing address, including your postal code
- Your Ontario Education Number (OEN) and Student Number, found on your high school report card or transcript

# New this year...

- **Applicant diversity census** – The application will include a new census with four diversity-based questions to support the colleges in fulfilling their equity, diversity, and inclusivity goals. The census is voluntary, and applicants can indicate that they prefer not to answer.
- **New military connection question** – The application will also include a new question that asks applicants if they have a military connection (e.g., currently in serving regular or reserve force, veteran, or an immediate family of any of these groups).

# Create an Account

Go to the **ontariocolleges.ca** website

The banner features a background image of three diverse graduates in black gowns and caps, smiling and celebrating. The woman on the left holds a rolled-up diploma tied with a red ribbon. The website's navigation bar is visible at the top, including the URL 'ontariocolleges.ca', a search icon, and links for 'APPLY', 'LOG IN', and 'FRANÇAIS'. Below the navigation bar are dropdown menus for 'Applying', 'Colleges', 'Programs', and 'FAQ'. Two blue callout boxes provide instructions for new and returning users. A large 'APPLY NOW' button is centered at the bottom, with a link to log in for existing users.

**ontariocolleges.ca**

Applying ▾ Colleges ▾ Programs ▾ FAQ ▾ 🔍

**APPLY** **LOG IN** **FRANÇAIS**

**New Users**  
If you've never applied through ontariocolleges.ca before, click **APPLY**.

**Returning Users**  
If you have an existing account, click **LOG IN**.

**APPLY NOW**

Already have an account? [Log in.](#)

# Apply



[ontariocolleges.ca](#) 

[APPLY / LOG IN](#) [FRANÇAIS](#)

[Applying](#) [Colleges](#) [Programs](#) [FAQ](#) [Q](#)

[Home](#) | [Apply Now](#)



### Canadian Applicants

You are a Canadian citizen or permanent resident of Canada residing inside or outside of Canada.

[APPLY NOW](#)

[Already applied?](#)

[LOG IN](#)

[More Info](#)



### International Applicants

You are a citizen of another country and do not have permanent residency status in Canada.

[APPLY / LOG IN](#)

[More Info](#)



# Create an Account

[Français](#)

## ontariocolleges.ca

APPLY TODAY. CHANGE TOMORROW.

### New User

#### Account Details

Legal First / Given Name

Legal Name (as it appears on your health card or passport)

Legal Last / Family Name

Legal Name (as it appears on your health card or passport)

Email Address

This will be your email to sign in to your account.

Password

Use 8 or more characters with a mix of letters and numbers.

Confirm Password

### Fill in this information carefully.

You can only make changes to your first name, last name and date of birth by contacting [ontariocolleges.ca](https://ontariocolleges.ca).

### Please provide a valid email address.

[ontariocolleges.ca](https://ontariocolleges.ca) and the colleges will use it to communicate important information about your application.

# Create an Account

## Password

### Password

#### Minimum password requirements

8 to 14 characters

1 letter

1 number

### Password Requirements

If your password does not meet the minimum requirements, you won't be able to create an account.

### Password Recovery

#### 1st Recovery Question and Answer

#### 2nd Recovery Question and Answer

# Create an Account

## Password Recovery Questions

### Password Recovery

#### 1st Recovery Question and Answer

Please select a question ▼

Answer

#### 2nd Recovery Question and Answer

Please select a question ▼

Answer

#### 3rd Recovery Question and Answer

Please select a question ▼

Answer

I have read and understand the Personal Information Privacy statement on the [ontariocolleges.ca](http://ontariocolleges.ca) / OCAS website and hereby authorize OCAS Application Services Inc. (OCAS) to collect, use and disclose my academic and registration information in accordance with the purposes set out in such statement.

Choose questions from the list or create your own.

**Make sure you choose questions and answers that you'll remember later.**

They will use this information to verify your identity if you contact them for help completing your application.

# Activate Your Account

[Français](#)

**ontariocolleges.ca**

**APPLY TODAY. CHANGE TOMORROW.**

## Account Created!

In order to access your application you must first activate your account. Your account information and an activation link have been sent to your email address (sarahstudent@mailinator.com).

An account activation email will be sent to the email address you entered when you created your account. Click the link in the email to activate your account.



# Successful Account Activation



[Français](#)

## ontariocolleges.ca

**APPLY TODAY. CHANGE TOMORROW.**


### CONGRATULATIONS!

Your account sarahstudent@mailinator.com has been activated successfully.

[Log In](#)

Once your account has been activated successfully, click the button to log in to your account.

You will receive an account activation email message; it will be sent to the address that you used when you created the account.

 **OCAS** [Français](#)

#### Confirm Registration

In order to access your application you must first activate your account. Your account information and an activation link have been sent to your email address (plh2021@myong.ca).

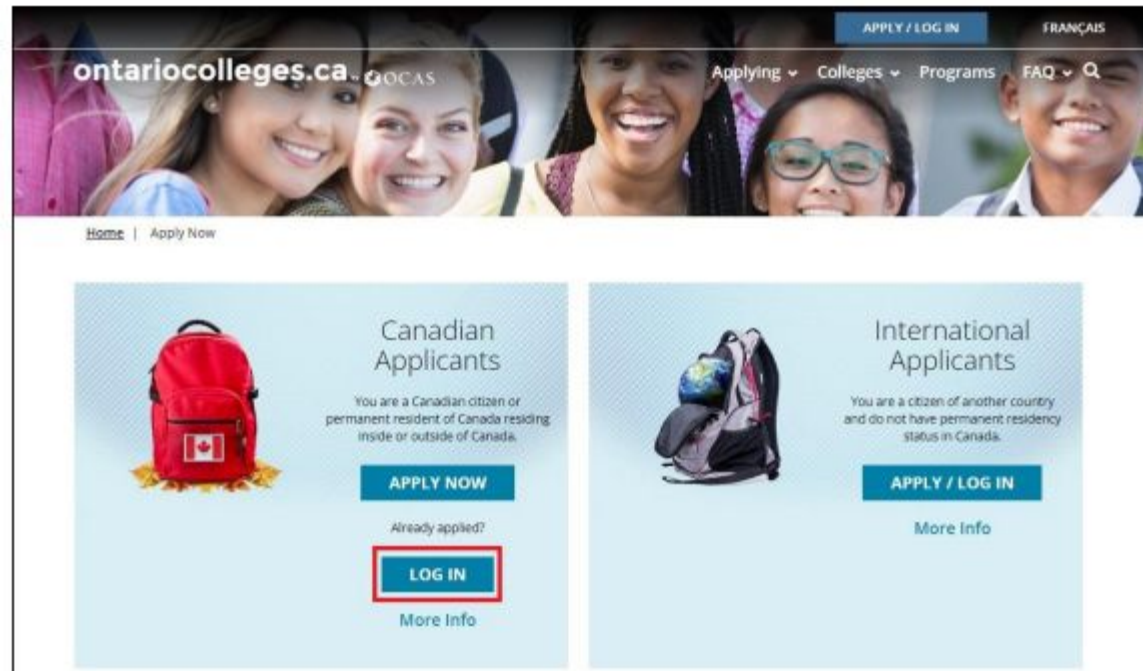


# Log into Your Account

Go to [ontariocolleges.ca](https://ontariocolleges.ca) and select **Log in**.



On the **Log In** page, on the **Canadian Applicants** card, select **Log In**.



Log in using the username (your email address) and password you created during account sign up.

Forgot your username or password? Click the 'More Info' link to recover them.

# New Applicant Page



The screenshot shows the 'New Applicant' page on the website ontariocolleges.ca. The page features a header with the website name and a 'Français' link. Below the header is a large banner image of four diverse students smiling. The main content area is titled 'Your Information' and contains several input fields: 'Legal First / Given Name' (with 'Pat' entered), 'Legal Last / Family Name' (with 'Hickox' entered), and 'Middle Names (optional)' (with 'Middle Names' entered). Below these is a 'Date of Birth' section with three dropdown menus for 'Month', 'Day', and 'Year'. At the bottom of the form are two buttons: 'Continue' and 'Sign Out'.

ontariocolleges.ca Français

## New Applicant

### Your Information

Legal First / Given Name:

Legal Last / Family Name:

Middle Names (optional):

Date of Birth:  
Month  Day  Year

**On the New Applicant Page, enter your date of birth.**

IMPORTANT - be sure to enter your date of birth correctly; once it is saved you cannot change it. To get it corrected you must contact the [Customer Contact Centre](#)

**If you would like, you can also add middle names**



# Privacy Statement

On first login only, you will be asked to review and accept our Privacy Statement.

If you do not accept the Privacy Statement, you will not be able to complete your college application.



ontariocolleges.ca

Welcome Pat - Français

## Privacy Policy

We may update our Privacy Statement periodically to reflect changes to our personal information practices. The most current version of our Privacy Statement will always be that posted on our website.

OCAS is committed to protecting your privacy. This policy sets out, in general terms, how OCAS collects, uses and discloses personal information.

Please read this policy carefully. By using our services OCAS deems you to have consented to the collection, use and disclosure of your personal information for the purposes set out below.

When you've finished reading the statement, select **I Accept the Privacy Policy**. If you do not accept the Privacy Statement, you will not be able to complete your college application.

By selecting 'I Accept the Privacy Policy' you are agreeing to all terms of the Privacy Policy.



**IMPORTANT:** Be sure to review the complete Privacy Statement. It explains how we use the information that you provided as part of your college application.

# Email Communications



The screenshot shows the 'ontariocolleges.ca' website with a header banner featuring a group of diverse students. The page title is 'Communications Preferences'. Below the title, there is a consent form with a checkbox and a 'Submit' button. The 'Submit' button is highlighted with a red rectangle. At the bottom, there is a blue section with additional information and a laptop icon displaying a checkmark.

ontariocolleges.ca

Welcome Pat - Français

## Communications Preferences

If you would like to receive email from ontariocolleges.ca about surveys, promotions and program offerings, please check the box below:

☐ I agree to receive electronic messages from ontariocolleges.ca, including surveys, promotions and newsletters. I may withdraw my consent at any time.

**Submit**

Please note that in order to process your application and registration to an Ontario College, ontariocolleges.ca and the College(s) you apply to will need to send you emails related to your application and your acceptance at the College of your choice. You will continue to receive these transactional emails regardless of the options you select above.

For further information about our communications, please contact ontariocolleges.ca:

60 Corporate Court, Guelph, Ontario, Canada | 1-888-892-2228 | Ask-Us@ontariocolleges.ca

On first login only, you will be asked to review and accept “Email Communications”.  
Check the boxes to receive emails and click **Submit**.

# Complete Your Profile

## Add Personal Information

Start by adding personal details, such as your first language, mailing address, and status in Canada.

Note: You cannot change your Legal last name, Legal first name, and date of birth. If any of these must be corrected, contact the [Customer Contact Centre](#).

## Personal Information

### Basic Information

Title (optional):

Select a title...

Legal First / Given Name:

Pat

If you wish to change this, contact ontariocolleges.ca at 519.763.4725 or toll-free within Canada at 1.888.892.2228

Legal Last / Family Name:

Hickox

If you wish to change this, contact ontariocolleges.ca at 519.763.4725 or toll-free within Canada at 1.888.892.2228

Middle Names (optional):

Middle Names

Preferred Name (optional):

Preferred Name

Previous Legal Last Name (optional):

Previous Last Name

ontariocolleges.ca

Welcome Pat



Français

## Your Profile

Before you can begin your application, we need you to **tell us about yourself!**

### Personal Information

Enter your personal and contact information.

Get Started



### Education

Tell us which schools and programs you have attended.

Get Started



Select a **Gender Identity**, your **First Language**, and indicate whether your parents or guardians attended post-secondary schools.

Date of Birth:

July 10 1979

If you wish to change this, contact ontariocolleges.ca at 519.763.4725 or toll-free within Canada at 1.888.892.2228

Gender Identity:

Another Gender Identity Female Male

First Language:

English

Have either of your parents/guardians attended university or college?

No Undeclared Yes



# Mailing Address and Citizenship & Residency



The 'Address & Contact' form includes the following fields and options:

- Country:** A dropdown menu with 'Canada' selected.
- Mailing Address:** A search bar with the placeholder text 'Enter a Canadian Address' and a magnifying glass icon.
- Phone Number:** A field with the placeholder '999-999-9999' and two buttons: 'Mobile' and 'Home'.
- Add Another:** A button to add an additional address.
- Contact Email:** A field with the placeholder 'plh2021@myorg.ca'.
- Preferred Language of Correspondence:** A dropdown menu with 'English' selected.

To the right of the form is a 3D illustration of a yellow house with a porch, being held in a person's hand.

Start typing your mailing address and select it from the list.

If your address isn't in the list, you can enter it manually.

In the **Citizenship & Residency** section, provide the required information.



The 'Citizenship & Residency' form includes the following fields and options:

- Country of Citizenship:** A dropdown menu with 'Canada' selected.
- Do you consider yourself to be a person of aboriginal descent or related to a person of aboriginal descent? [Why we ask for this information.](#)** Two buttons: 'Yes' and 'No'.
- Country of Birth:** A dropdown menu with 'Select a country...' selected.

If you select a **Country of Citizenship** other than Canada, you must also indicate your **Status in Canada**. Select one of the items in the list.

Depending on the status that you select, you might see a message with additional instructions.

# Your Profile

Select **Save & Continue**.


Your contact details are displayed in the **Your Profile** page, on the **Personal Information** card.

## Your Profile

Before you can begin your application, we need you to **tell us about yourself!**

### Personal Information

Pat Hickox


 Jul. 10, 1979

 plh2021@myorg.ca

 5195555555

 60 Corporate Court, Guelph

Update Info



### Education

Tell us which schools and programs you have attended.

Get Started

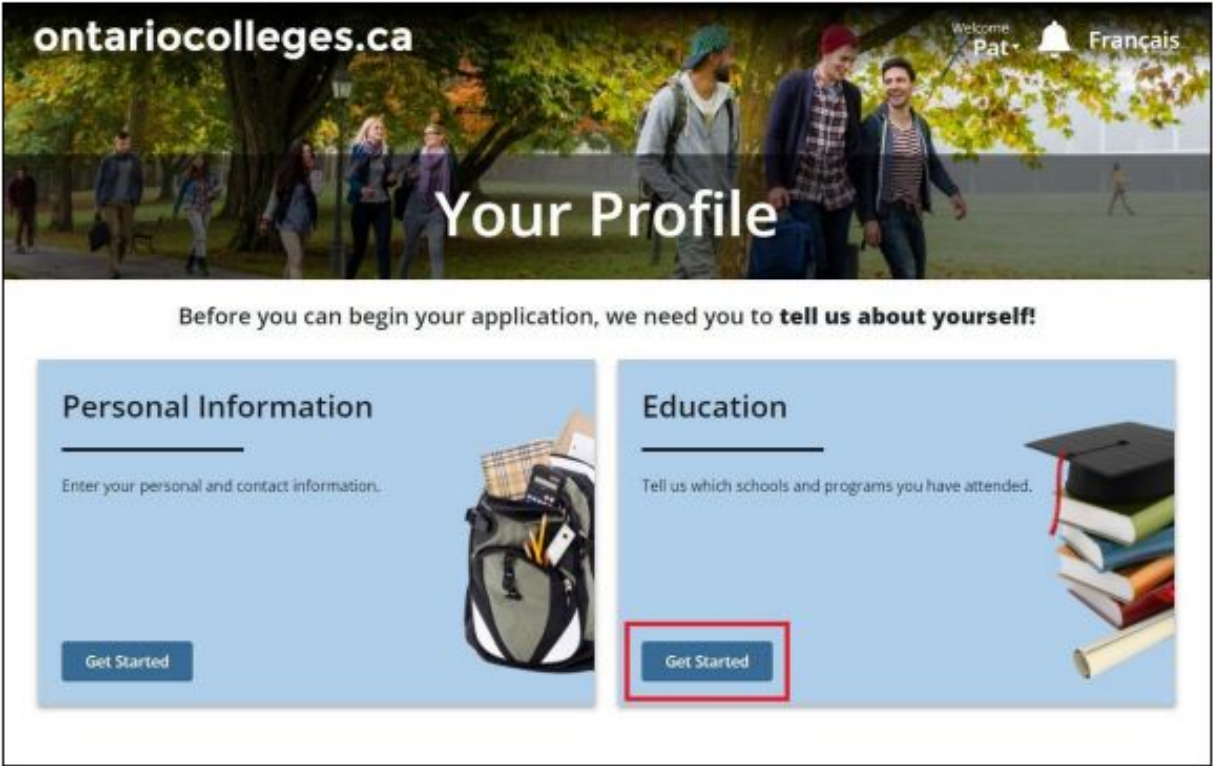


## Add Your Education

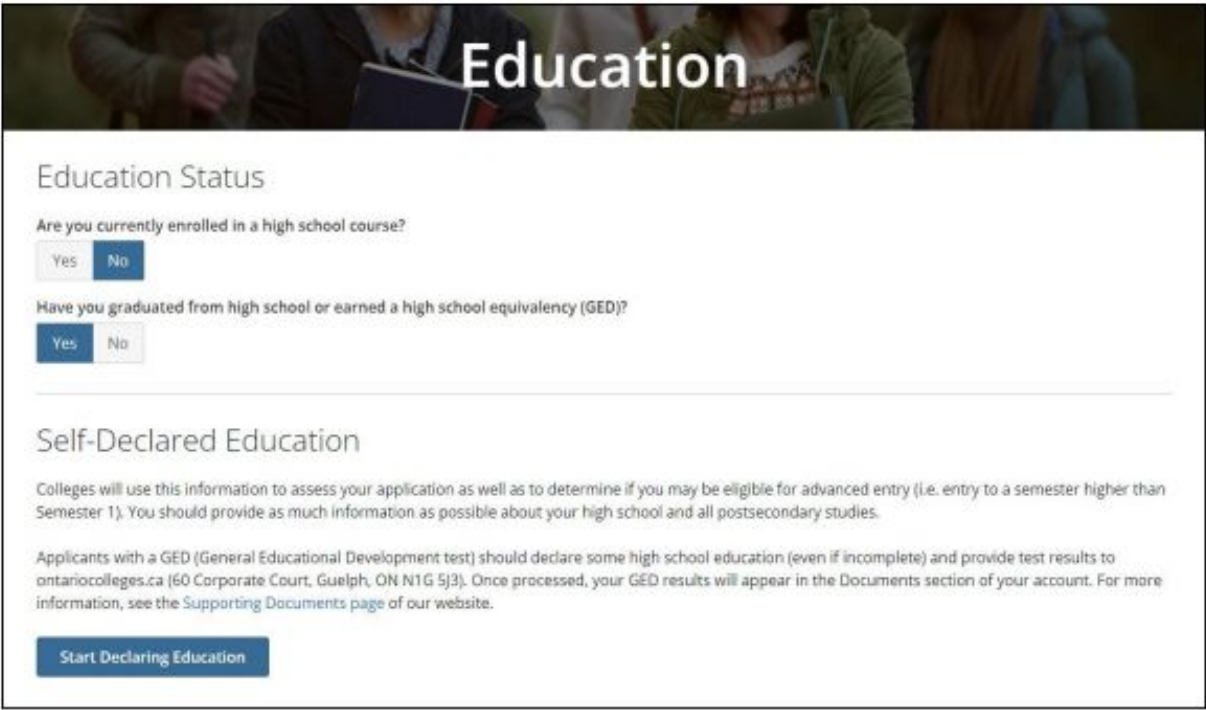
We encourage you to add all the high school and post-secondary education that you've taken.

Note: If the application fee is unpaid, you can delete an education record from your profile. After the fee is paid, you can only make some changes, such as dates attended. If you need to make other corrections, contact our [Customer Contact Centre](#).

1. On the **Your Profile** page, on the **Education** card, select **Get Started**.



The **Education** page opens.



Under **Education Status**, select your answer for each question:

Are you currently enrolled in a high school course?

Have you graduated from high school or earned a high school equivalency?

To add your education, select **Start Declaring Education**.


You can add details about the following types of education.



# Add an Ontario High School

On the **Education** page, select **Start Declaring Education**.

On the **New Education** page, in the **Type of Education**, list, select **Canadian High School Education**.



In the **Province** list, select **Ontario**.

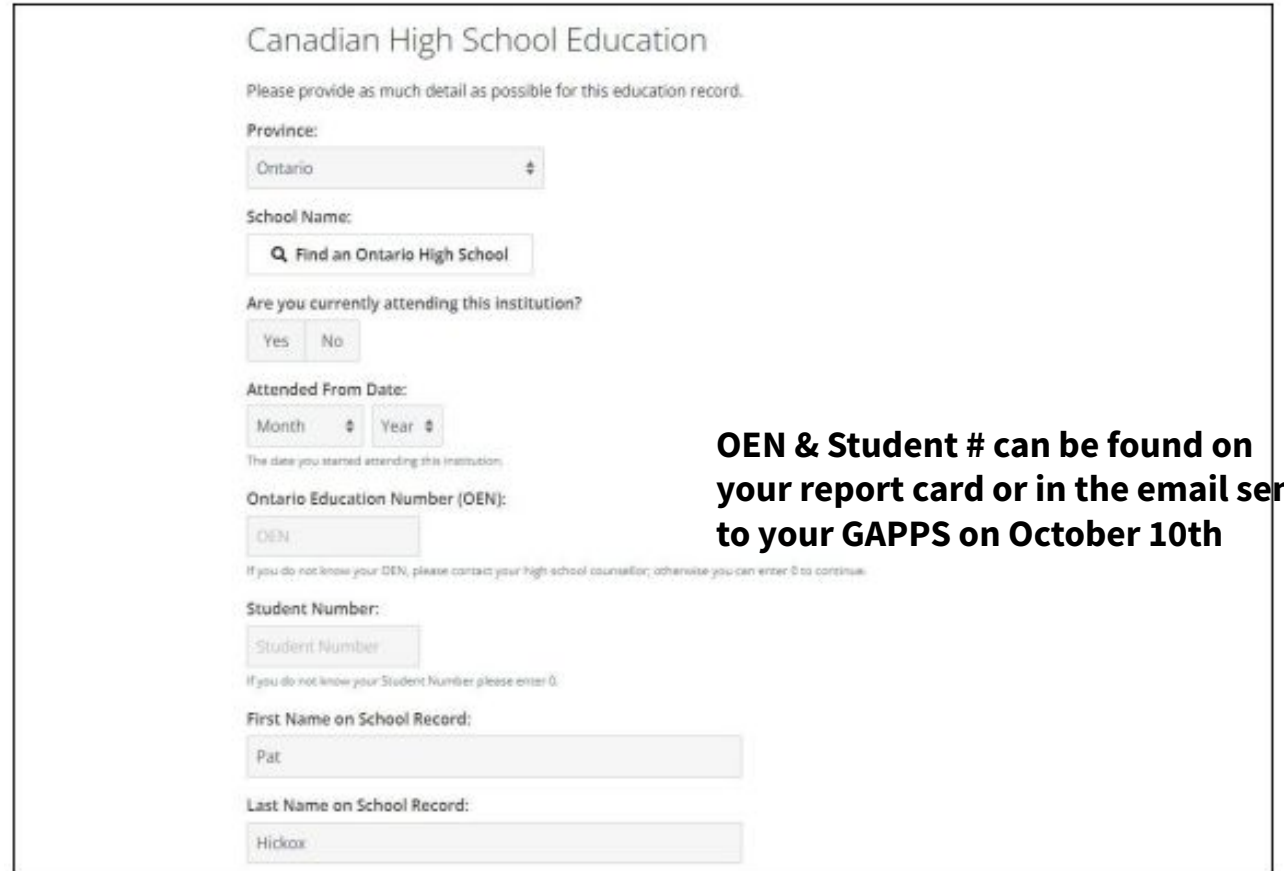
Select **Find an Ontario High School**.



Name	Address	Type	Status	
M M Robinson High School	2425 Upper Middle Rd, Burlington	Day	Open	Select

Search for the school. In the results, **Select** the school.

**IMPORTANT: Make sure that you select the correct school. If you choose the wrong school, any transcript requests you make later in the application process might fail.**



Canadian High School Education

Please provide as much detail as possible for this education record.

Province:  
Ontario

School Name:  
Find an Ontario High School

Are you currently attending this institution?  
Yes No

Attended From Date:  
Month Year  
The date you started attending this institution.

Ontario Education Number (OEN):  
OEN  
If you do not know your OEN, please contact your high school counsellor; otherwise you can enter 0 to continue.

Student Number:  
Student Number  
If you do not know your Student Number please enter 0.

First Name on School Record:  
Pat

Last Name on School Record:  
Hickox

**OEN & Student # can be found on your report card or in the email sent to your GAPPS on October 10th**

# Your Dashboard - adding Program Choices

Here's what our example applicant's dashboard looks like:

The dashboard for ontariocolleges.ca shows a welcome message for 'Pat' and a 'Français' link. The main heading is 'Your Dashboard'. Below this, the account number is 210062128671. A large blue box on the left contains the text '2022 - 2023 Application' (highlighted with a red box), 'Your profile is complete! You're ready to apply.', 'Start Here!', and an 'Apply Now' button (also highlighted with a red box). To the right, under 'Messages', there is a 'Latest Messages' section with a message dated Oct. 22, 2021, about 'International Credit Assessment Information' and a 'View All Messages' button.

The application page opens. You can see that you are on the first of four steps in the process.

The application page shows a progress bar with four steps: 1. Choose Programs (active), 2. Order Transcripts, 3. Review, and 4. Payment. The application number is 220209966. Below the progress bar is a 'Program Search' section with a search bar and a dropdown menu set to 'All Colleges'. A note states: 'You can select a maximum of 5 program choices, however **only 3** program choices can be from any single college.' At the bottom, there is a 'Program Choices at a Glance' section with a table listing program details.

Program Name	Code	College / Campus / Start Date
Program Name	Code	College / Campus / Start Date
Program Name	Code	College / Campus / Start Date

# Adding Program Choices

In the **Search Program** field, enter the program name (or a part of the name.) For example: **architectural technology**.

A list of all the available programs is displayed under **Program Search Results**.

**Aug. 2022 - Jul. 2023 Application**

1 Choose Programs 2 Order Transcripts 3 Review 4 Payment

Application Number 220209966

**Program Search**

You can select a maximum of 5 program choices, however **only 3** program choices can be from any single college.

Search Program: architectural technology

All Colleges

**Program Search Results**

Program	Location	Details
Architectural Technology (Apply To 0188x01f) (0018X01F)	Algonquin / Ottawa	Start Date: Sep. 2022 Delivery: Full Time Duration: 3 Academic Years (Periods Of 8 Months) Availability: Open

**Program Choices at a Glance**

Program Name  
Code  
College / Campus / Start Date

Program Name  
Code  
College / Campus / Start Date

To refine the list, select a college.

**Program Search**

You can select a maximum of 5 program choices, however **only 3** program choices can be from any single college.

Search Program: architectural technology

All Colleges

**Search Results**

Location	Details
Algonquin / Ottawa	Start Date: Sep. 2022 Delivery: Full Time Duration: 3 Academic Years (Periods Of 8 Months) Availability: Open
Durham / Whitby	Start Date: Sep. 2022 Delivery: Full Time Duration: 6 Semesters Availability: Open
Centennial /	Start Date: Sep. 2022

To add a program to your application, find the program in the list and select **Add**.

Repeat the steps to find and add other programs.

In the example, the applicant selected Sheridan, Mohawk, and George Brown.

Remember that you can add a **maximum of 5 programs**, with 3 from a single college.

When you're finished choosing programs, select **Save & Continue**.

Note: You can come back to your application at any time and add or remove program choices.

Note: If you are **currently in high school**, you do **not** need to request your transcript. The school will send us your grades. If you do not see your grades in the **Docs** section of **Your Dashboard**, contact your guidance counsellor.



# Review your application

## Review your application

At this point, you've added your personal and education information, chosen a least one college program, and requested transcripts.

On the **Review** page, you can see all the information in a single view. Take time to really review the information and make sure that it is complete.

- Did you forget some education that you want to include?
- Do you want to add another program choice?
- Do you need to request another transcript?

Here's what the **Review** page looks like for our example applicant.

**Aug. 2022 - Jul. 2023 Application**

Home Profile Apply Docs

1 Choose Programs 2 Order Transcripts 3 Review 4 Payment

Application Number 220209966

### Personal Information

Pat Hickox

Jul. 10, 1979  
plh2021@myorg.ca  
5195555555 (Mobile)  
60 Corporate Court, Guelph

### Citizenship

Country of citizenship: Canada  
Status in Canada: Canadian Citizen  
Indigenous descent: No

Edit Info

### Education Information

#### Education Status

Currently enrolled in a high school course: No  
Graduated from high school or earned a GED: Yes

#### High School

M M Robinson High School  
Burlington ON  
Sep. 1994 - Jun. 1998  
OEN: 000000000  
Student Number: 0

#### Post-Secondary Education

University Of Western Ontario  
Sep. 2021 - Present  
Student Number: 0

Mohawk  
Sep. 2019 - May 2020  
Student Number: 0

#### International

Queensland  
Sep. 2000 - Apr. 2004

Edit Education

### Application Year 2022 - 2023

#### Program Choices

Mohawk Architectural Technology (\$31)	Sep. 2022
Campus Fennell (Hamilton)	Delivery Full Time
Sheridan Architectural Technology (PARTY)	Sep. 2022
Campus HMC (Mississauga)	Delivery Full Time
Architectural Technology (T109)	Sep. 2022
Campus Casa Loma Campus	Delivery Full Time

Edit Programs

Review the information in each section. If you need to make changes, select **Edit**.

The corresponding page opens where you can make the required updates.

Once the information is accurate and complete, select the **I confirm** check box.

Select **Continue to Payment**.

# Payment

Before we can begin to process your application, you must pay the Application Fee and any transcript-related fees.

The **Payment** page, the final step in creating an application, shows you a list of the programs you chose, the transcripts that you requested, and the associated fees.

Here's what the **Payment** page looks like for our example applicant.

Home

Profile

Apply

Docs

Aug. 2022 - Jul. 2023 Application

1

2

3

4

Choose Programs

Order Transcripts

Review

Payment

Application Number 220209966

All payments are non-refundable

Fees Outstanding:

Payment of the application fee is mandatory. The date ontariocolleges.ca receives your non-refundable application fee is considered the received date of your application. Once your application fee is received and processed, ontariocolleges.ca will release the application to your college choice(s).

Application Year Aug. 2022 - Jul. 2023

Item	Amount
Application to Ontario Colleges - Application Number: 220209966	\$110.00
1 Mohawk Architectural Technology Sep. 2022 Semester 1	
2 Sheridan Architectural Technology Sep. 2022 Semester 1	
3 George Brown Architectural Technology Sep. 2022 Semester 1	
Subtotal	\$110.00

On the **Pay by Credit Card** page, if you have a credit card or a debit card that can be used like a credit card, enter the required details.

Profile

Application Number 220209966

Pay by Credit Card

Transaction Amount: \$150.65(CAD)

Order ID: ORD-10025138-Y7C4j4

Please enter the following details exactly as they appear on your credit card.  
Do not put spaces or hyphens in the card number.

Cardholder Name

Full Name

Card Number

VISA

MasterCard

Discover

VISA

Expiry Date

Month

Year

Card Security Code

Press 'Process Payment' to charge your card. Only press the button once. Using the 'Back', 'Refresh' or 'Cancel' button after you press the 'Process Payment' button will not stop the transaction from being processed and may result in a double charge.

Process Payment

Cancel Transaction

Refer to ontariocolleges.ca for additional payment methods if you are unable to complete the payment process above.

\*Note: If you do not have a credit card, check your debit card. If it has a credit card logo you can use your debit card like a credit card!

Confirm that you've entered everything correctly and select **Process Payment**.

A payment verification message is displayed, and you will receive a confirmation email message.

If you get a message on the screen that your payment was declined, check that you entered the details correctly. If you did, and the payment still gets declined, call the bank or financial institution.

# Monitor your application

It is important to periodically log in and see if there are any updates to your application; particularly if you are waiting for an offer of admission.

When you log in, **Your Dashboard** opens and you can see any new messages, documents, or offers.

As you can see in the example applicant's dashboard, there are three new messages.

The screenshot displays the 'Your Dashboard' on the website ontariocolleges.ca. The top navigation bar includes the site name, a 'Welcome Pat' message with a bell icon, and a 'Français' link. A left sidebar contains icons for Home, Profile, Apply, and Docs. The main content area is divided into two columns. The left column, titled '2022 - 2023 Application', shows the 'Account Number: 210062128671' and 'Application Number: 220209966'. A 'Status:' box indicates 'Unpaid', with a 'Resume Application' button below it. A 'Did You Know:' section provides advice on applying to multiple programs and editing choices. A large red apple is featured on the right side of this column. The right column, titled 'Messages', shows '3 Unread' messages. It lists three messages, each with an envelope icon and the text 'Be sure to pay the required fees', all dated 'Oct. 29, 2021'. A fourth message, dated 'Oct. 22, 2021', is titled 'International Credit Assessment Information' and includes a bank icon. A 'View All Messages' button is at the bottom of the messages section. An illustration of a hand holding several white envelopes is positioned to the right of the message list.

ontariocolleges.ca

Welcome Pat

Français

## Your Dashboard

Account Number: 210062128671

### 2022 - 2023 Application

Application Number: 220209966

Status: Unpaid

[Resume Application](#)

**Did You Know:**  
You can apply to up to five programs with your application. If you have less than five program choices, you can edit your application to add more.

Similarly, if you change your mind and want to apply to different programs you can delete your old program choices and replace them.

### Messages

3 Unread

Oct. 29, 2021  
Be sure to pay the required fees

Oct. 29, 2021  
Be sure to pay the required fees

Oct. 29, 2021  
Be sure to pay the required fees

Oct. 22, 2021  
International Credit Assessment Information

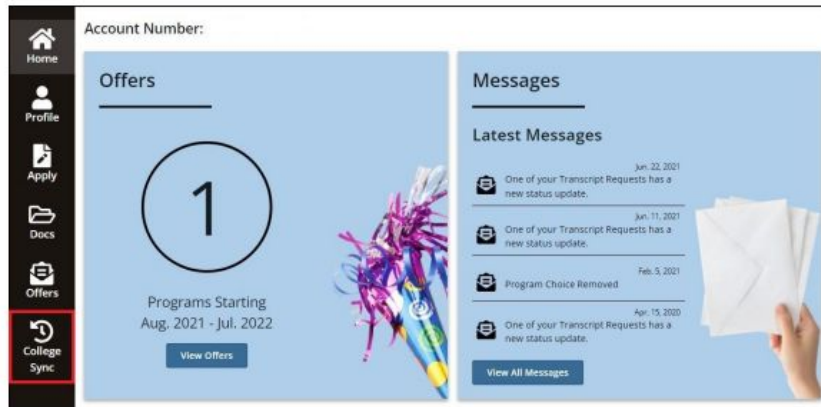
[View All Messages](#)



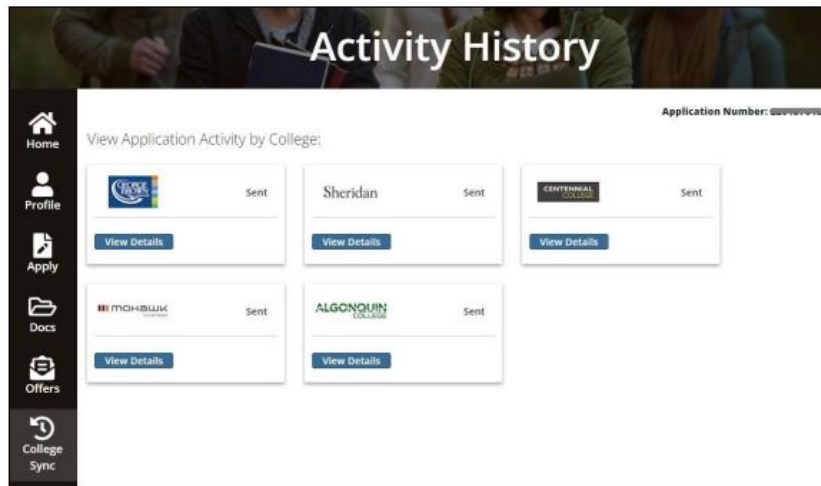
# How do I know if my information was sent to the colleges?

At some point, you might wonder if your application and personal information was sent to colleges. You can quickly find out by looking at the activity history.

1. On **Your Dashboard**, select **College Sync**.

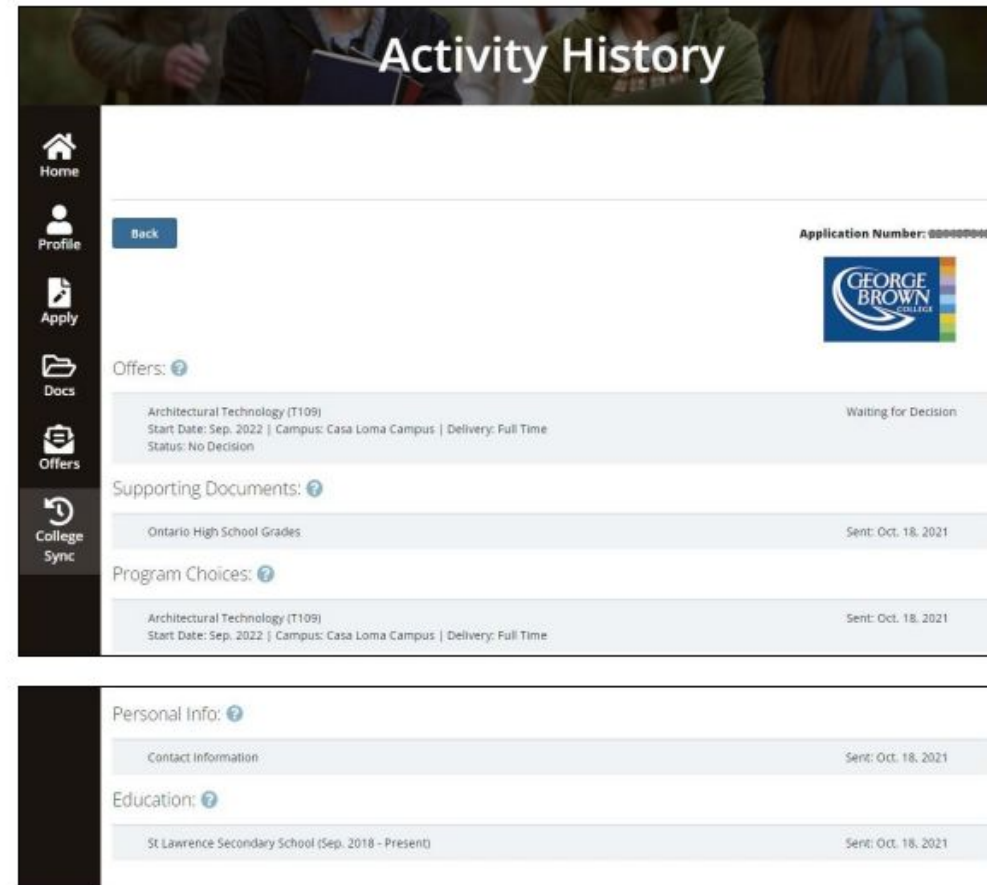


The Activity History page opens where you can see the colleges that you applied to. In the following example, each card indicates that the information was **Sent**.



2. To see the details for a specific college transmission, select the corresponding **View Details**.

As you can see in the example, the program choices and supporting documents were sent, and the college is awaiting a decision on their offer of admission.



3. To return to the main Activity History page, select **Back**.

# Accepting an offer

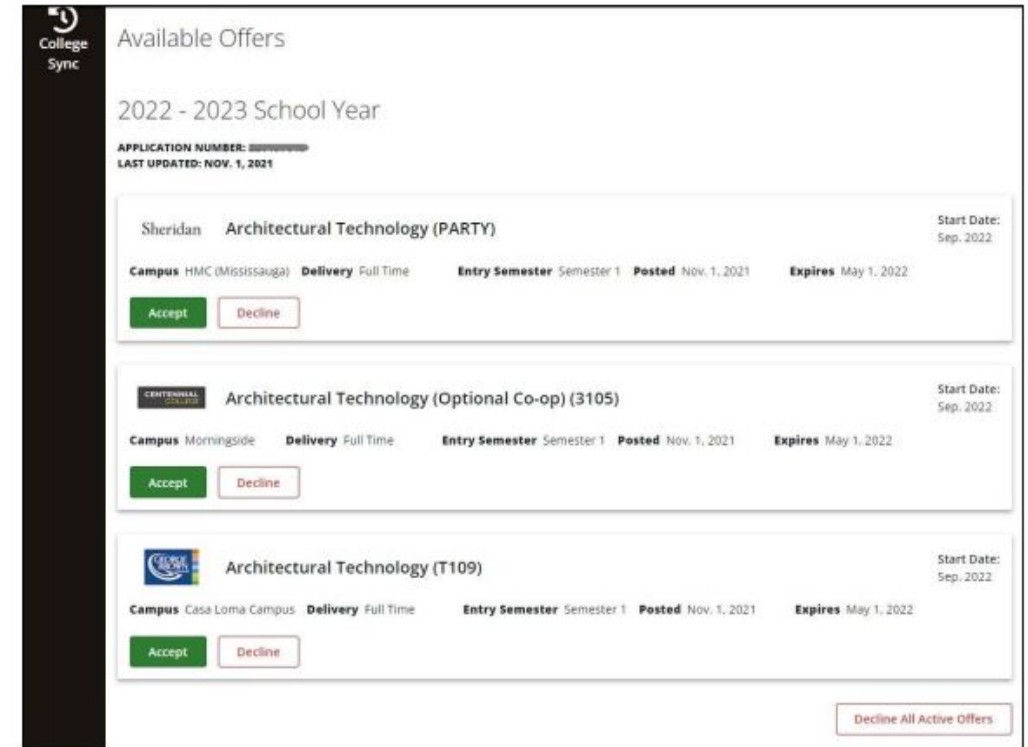
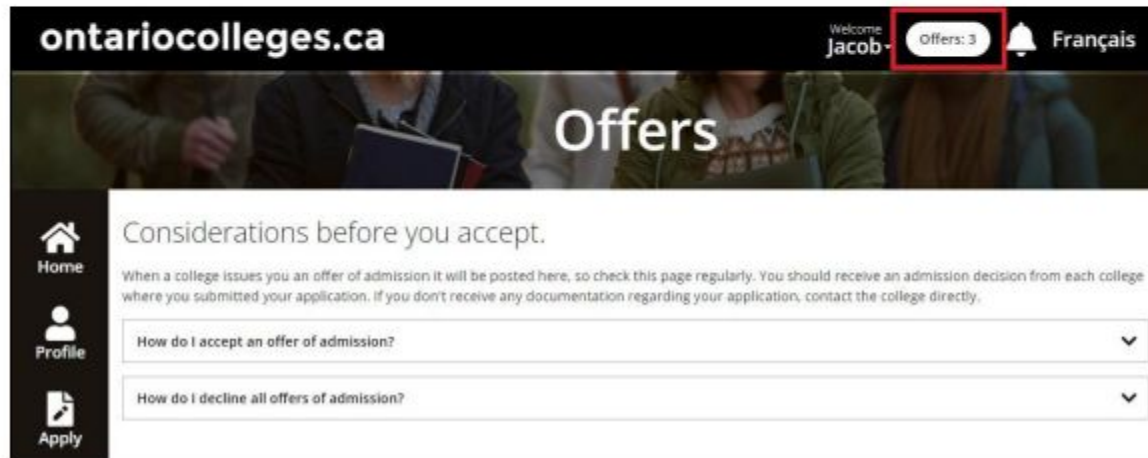
**November 1 is the earliest date that colleges can start sending out offers of admission. Offers will continue to be issued until program seats are filled or waitlists are established. Log in to your account regularly to check your offers of admission.**

To accept an offer of admission to college:

1. Log in to your [ontariocolleges.ca](https://ontariocolleges.ca) account.
2. On **Your Dashboard**, in the navigation pane, select **Offers**.

As you can see in the following example, the number of offers is displayed in the banner, and the offers are listed in the Available Offers section of the page.

Note that each offer has an **Expires** date.



3. Decide which offer of admission you want to accept, then select **Accept**.

Once you have accepted an offer, [ontariocolleges.ca](https://ontariocolleges.ca) will send a confirmation email to the contact email address specified in your account profile.

The other colleges to which you have applied will receive notification of your accepted offer.

Note: You cannot defer an offer of admission. If you want to take the program at a later date, you must create a new application.

# What if I change my mind?

**If you applied to more than one program, you might receive more than one offer of admission.**

**You can accept only one offer at a time.**

**However, if you change your mind or receive another offer that you prefer, you can change your acceptance - as long as the offer has not expired.**

**When you change your acceptance, the previous acceptance is automatically declined.**

**Note: You can only confirm an offer once per day. If you have already confirmed an offer and change your mind later that day, you must wait until the next business day to confirm the new offer.**



# Declining offers

**If you are accepting an offer of admission, there is no need to decline any other offers. However, if you decide not to attend any college program that you have applied for, you can decline all offers.**

- 1. Log in to your [ontariocolleges.ca](https://ontariocolleges.ca) account.**
- 2. On Your Dashboard, in the navigation pane, select Offers.**
- 3. At the bottom of the page, select Decline All Active Offers.**

**IMPORTANT: This will also decline any offer that you have already accepted.**

# Supporting Documentation

**Depending on the admission requirements of the program you are applying to, you might have to provide supporting documents as part of your application.**

**Here are the most commonly requested types of documents:**

- **Test Results (ex/ English Language Proficiency, Health Occupation Aptitude Exam (HOAE))**
- **Canadian Citizenship & Residency Documents**
- **College or Program-Specific Documents**
- **Other Supporting Documents (ex/ Proof of Name or Date of Birth Change)**

# Authorized Users

**ontariocolleges.ca**  
APPLY TODAY. CHANGE TOMORROW.

Frçais

? Have a question?  
**HELP**

William Byers | Account Number:210021686641 (Active) | Edit Access Account

Logout

My Home

My Profile

Personal Information

Contact Information

**Authorized Users**

Citizenship and Residency

Education

Financial Support

Experience

My Applications

Activity History

## Authorized Users

I authorize the person(s) identified below to act on my behalf and have access or 'Read Only' access to my personal or confidential information. I accept responsibility for the accuracy and integrity of the information provided. I release OCAS and its partners from any liability for the use of this information.

Authorized User status is valid only with ontariocolleges.ca through the secure online account should I wish to use the account for the cycle for which the user was authorized. Applicants can only access their account by logging into the online account.

There are no records to display.

Add An Authorized User

No Authorized Users To Add

### Authorized Users

- Authorize another individual access to your account / application
- Maximum of 3 individuals at one time
- Authorization can be added, changed or revoked at any time
- All actions made by authorized individuals appear in Activity History
- Access does not extend to your file at the college(s)

If you do not wish to give anyone permission to access your account, click **No Authorized Users to Add**.

# Authorized Users

## Add an Authorized User

ontariocolleges.ca

APPLY TODAY. CHANGE TOMORROW.

William Byers | Account Number:210021686641 (Active) | Edit Access Account

Logout

My Home

My Profile

Personal Information

Contact Information

Authorized Users

Citizenship and Residency

Education

Financial Support

Experience

My Applications

Activity History

Authorized Users

\* Legal First / Given Name:

\* Legal Last / Family Name:

\* Relationship to Applicant:

Select ...

\* Permission Assigned to Authorized User:

☐ Full ☒ Read Only / Pay

\* Email Address for Authorized User (must be different)

\* Re-Enter Email Address:

Save

Clear

French

Have a question?  
HELP

### Permission Assigned to Authorized User

**Full** – Authorized individuals can make payments and changes to your application information only. They cannot access offers of admission or reset your password.

**Read Only / Pay** – Authorized individuals can make payments and ONLY VIEW your application information. Complete required fields. Click **Save**.

# Authorized Users

## Summary

ontariocolleges.ca

APPLY TODAY. CHANGE TOMORROW.

Fr  ais

? Have a question?  
HELP

William Byers | Account Number:210021686641 (Active) | Edit Access Account

Logout

My Home

My Profile

Personal Information

Contact Information

Authorized Users

Citizenship and Residency

Education

Financial Support

Experience

My Applications

Activity History

## Authorized Users

I authorize the person(s) identified below to act on my behalf to access or 'Read Only' access to my personal or confidential information and I accept responsibility for the accuracy and integrity of the information provided by the person(s). I release OCAS and its partners from any liability for the use of the information by the person(s).

Authorized User status is valid only with ontariocolleges.ca; permission is not extended to the colleges. I must advise ontariocolleges.ca through the secure online account should I wish this authorization to be revoked. The authorization expires at the end of the application cycle for which the user was authorized. Applicants are able to assign a maximum of 3 active Authorized Users. An Authorized User can only access their account by logging into the ontariocolleges.ca online portal in a web browser.

First Name	Last Name	Relationship	Access Level	Status	Email	Action
Joyce	Byers	Parent/Guardian	Read Only / Pay	Active	joyce@mailinator.com	Edit   Deactivate

Add An Authorized User

Continue to Next Step

- Authorized individuals, once added, receive account activation emails and are asked to create their own unique usernames and passwords to access your account.
- Authorization can be added, changed or revoked at any time using the **Edit** and **Deactivate** links.

When you're done adding Authorized Users, click **Continue to Next Step**.



# **After You Apply – Next Steps**

# After You Apply

## I've submitted my application. What's next?

- **Verify your grades.** If you're a current Ontario high school student, you'll need to log in to your account to verify your grades. We recommend checking the Education section after your mid-term and final marks for semesters 1 and 2 have been submitted. If you notice an error, report it your guidance counsellor.
- **Update your application.** If you need to make changes to your application, such as adding or removing a program, or update your account information, such as your address or phone number, log back in to your ontariocolleges.ca account. [ontariocolleges.ca/en/faq#how-can-i-make-changes-to-my-application](https://ontariocolleges.ca/en/faq#how-can-i-make-changes-to-my-application)
- **Confirm your offer.** Colleges begin sending out offers on February 1. The following slides explain how to view and confirm offers of admission.
- **Apply for financial aid.** Once you've confirmed an offer, it's time to start thinking about paying for college. There are many financial aid options available to you, including OSAP, scholarships, bursaries and grants. To learn more, check out the Paying for College page: [ontariocolleges.ca/colleges/paying-for-college](https://ontariocolleges.ca/colleges/paying-for-college) and Maple's Paying for Post-Secondary page found [here](#).

# Apply For OSAP

## Ontario Residents

Click the OSAP banner if you plan to apply to receive financial aid from OSAP (application opens in the spring).

Your demographic information will be shared and already be filled out on the OSAP form based on what you entered on your college application.




You may be eligible for  
**FREE TUITION**  
through OSAP.



Click here to set up your  
OSAP account to find out  
how much funding you  
may be eligible to receive.

# [VIDEO] Apply Online

ontariocolleges.ca

Welcome Sarah •  Français

## Start Applying


When would you like to go to college?

« Before Jul. 31, 2020 After Jul. 31, 2020 »

If you start school after Jul. 31, 2020 you will need to apply for the **2020-2021** application cycle that includes all programs starting between Aug. 1, 2020 and Jul. 31, 2021.

2020-2021

Aug. 1, 2020 - Jul. 31, 2021



Available application cycles are:

- \* 2021-2022: Programs starting between August 2021 and July 2022.
- \* 2022-2023: Programs starting between August 2022 and July 2023.

Available in October 2022.

- \* 2023-2024: Programs starting between August 2023 and July 2024.

[Apply Now!](#)

Home  
Profile  
Apply  
Docs



**Apply From Your  
Phone**

# ontariocolleges.ca Mobile App

Create an application

Log in to your application

Explore college programs

Add programs to a Favourites list



Add programs to your application

Request your transcripts

Pay for your application

View and confirm offers

## Find it in the App Store and on Google Play



# Thank you

Thank You...As always,  
please feel free to book a  
guidance appointment



# Need Help?

## For Application Help:

- Click **FAQ** to find answers to common questions
- Chat with us in real-time by clicking the **Live Chat** button on the ontariocolleges.ca website
- Email us at **[ask-us@ontariocolleges.ca](mailto:ask-us@ontariocolleges.ca)**
- Call us at **1-888-892-2228**

## To Correct High School Grades:

- See your guidance counsellor

## For Offer of Admission Information:

- Contact the college(s) you've applied to

## Connect With Us:



facebook.com/ontariocolleges.ca



@ontariocolleges



www.ontariocolleges.ca