HOW TO APPLY ONLINE TO AN ONTARIO COLLEGE

Application Deadline: <mark>*SATURDAY, FEBRUARY 1, 2020*</mark>

Before you get started:

- Research your college options
- Check college publications, websites & tours
- Know your Ontario Education Number on how to apply online (O.E.N.)
- Have a valid e-mail account
- Think of a unique username and password
- Review the online tutorial for how to apply
- Know your complete home mailing address (including your postal code)
- Have a payment option ready

Tutorial:

1. Go to **www.ontariocolleges.ca**
2. Click on: ***E-materials (located under the "Applying" tab)***
3. Click on: ***Ontario College Application User Guide (located under the heading "Tutorials")***   (You may also be interested in watching the video: "Applying to College").

Application Process:

1. When you are ready to apply go to **www.ontariocolleges.ca**
2. Click on ***Apply***, then ***Create an Account***
3. Fill in the information under ***New User***

Record the **Username** and **Password** that you have selected to access your account. If you are having problems accessing the Online Application, check that your computer meets the browser requirements for the site. Remember your GAPPS account disappears after graduation. Use an email address that you check regularly and that you can access over the summer.

At the end of the online application process, you will receive a unique **OCAS** number. **Record your OCAS number** as you will need to use this in the future.

Aurora High School has submitted your marks on your behalf. Once you have paid your fees and received your verification form from OCAS, you will be able to view your academic information.

1. Personal Information:

You will be asked to complete the required fields:

- Personal Information
- Contact Information
- Authorized Users
- Citizenship and Residency
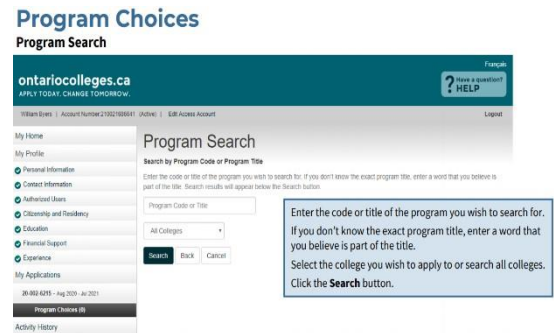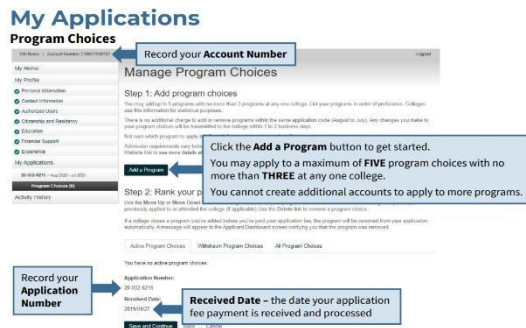- Education
- Financial Support
- Experience

2.   Experience:

In this section, outline ad enter activities which are **related** to your area of study, such as volunteer experience and association memberships in this section. If you do not have any   experience to add, click the **"No Experience to Add"** checkbox.

3. **Select Programs:**
You will have up to **five choices** with a <u>maximum of **three choices** at any one college</u>.

- Enter the code or title of the program for which you wish to search
- If you don't know the exact program title, enter a word that you believe is part of the title

4. **Payment Summary:** The application fee is **$95 (non-refundable)**.

5. **Accepting an Offer:**
You must confirm your acceptance of an offer of admission once you have decided on the best program for you. <u>Be certain to adhere to the May 1st deadline.</u>

APPLYING FOR OSAP: Applicants can set up a link on their OCAS application to OSAP which pre-fills certain profile fields for the OSAP application. Students will receive an email if they have linked OCAS to OSAP for further instructions.

<u>**Important Dates:**</u>

February 1, 2020 All applications received by this date will be given equal consideration. This is also the earliest admission offer date, and the earliest date an applicant may confirm an offer.

May 1, 2020 Deadline for the acceptance of an offer of admission.

Mid-June 2020 Tuition Deposit Due. Each college sets its own tuition deposit amount and payment deadline. The college will communicate this information to you.

If you change high schools part way through the year, you must arrange for your new school to inform OCAS about the change of high school. This will ensure that your academic data is sent to OCAS.

OCAS Contact Information:
Chat in real-time by clicking the **Live Chat** button on the ontariocolleges.ca website
Email: **ask-us@ontariocolleges.ca** Call:
1-888-892-2228

GOOD LUCK