



How to Apply to Ontario Colleges

October 11, 2023

Welcome to our workshop!



- This presentation will be up on the Class of 2024 Google Classroom and the Guidance Website for your review.
- Specific questions? Please an appointment with your counsellor through Teach Assist.

Important Dates to Keep in Mind



Early October 2023: Online Application Opens

Application opens at ontariocolleges.ca for programs beginning in fall 2024

November 1, 2023: Earliest Offer Date

This is the earliest date that colleges may begin to send offers of admission to programs for the upcoming academic year. Offers will continue to be issued until programs are filled or wait-lists are established.

February 1, 2024: Equal Consideration Date

Apply on or before this date in order to receive equal consideration for admission to programs starting the following fall. After this date, colleges consider applicants on a first-come, first-served basis until programs are full.

Note that applications to [Highly Competitive Programs](#) must be received by this date in order to be considered.

Many programs continue to accept applicants after February 1. Use the [Find a Program](#) tool at any time to find programs that are still open.

Important Dates to Keep in Mind



May 1, 2024: Deadline to Confirm Offers of Admission

Applicants must confirm their acceptance of an offer of admission by this date. Log in to your ontariocolleges.ca account to [confirm your offer](#).

Colleges may extend offers of admission after this date. Each college will set the deadline to confirm offers made after May 1, and this deadline will be communicated to you with your offer.

June 2024: Tuition Deposit Due at the Colleges

The colleges require payment of a tuition deposit in 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.

Important Information about the Application



- The application processing fee is **\$125** (non-refundable). There may be additional fees to order transcripts.
- OCAS allows you to apply 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.
- You cannot change your first name, last name, date of birth, OEN number or academic data. If there are problems with your grades, please connect with your Guidance Counsellor immediately.

To Complete Your Application



To complete your application, you'll need:

- Your complete home mailing address, including your postal code.
- Your Ontario Education Number (OEN) and Student Number. This will be emailed to you from the YRDSB this week. It can also be found on the OSS you received during our Grade 12 visits, your high school report card or transcript.
- A valid email address (do NOT use your GAPPS email). The colleges use email to communicate with you about your application and offers of admission. *Check your email regularly!*
- Payment ready (e.g. credit card)

Application Process at a Glance



1. Research programs and colleges.
2. Create an account.
3. Complete the application.
4. Pay the required application fees.
6. Gather and submit other supporting documents, if required.
7. Monitor your application for status updates and offers.



Research Programs And Schools

1. Do Your Research



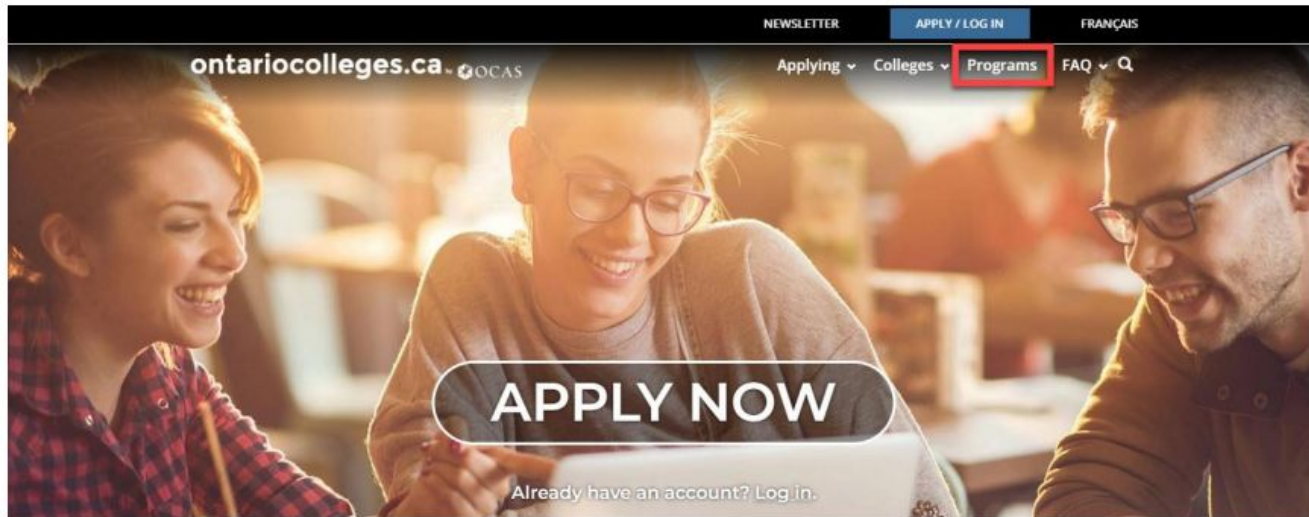
You might already know what you want to apply for. If not, you can use the resources on the website:

- [Browse or search](#) for college programs.
- Use the [College Map](#) to find a campus near you.
- Check out the [college websites](#) for more details about their programs and admission requirements.
- Visit [College Reps at SDSS](#)
- Attend a [YRDSB Post-Secondary Fair](#)
- Attend the [Ontario Colleges Fair](#) October 18/19 at the Enercare Centre
- Attend a [college recruitment event](#) to meet college representatives

Search for a Specific Program



1. Go to ontariocolleges.ca.
2. In the banner, select **Programs**.



Search for a Specific Program



To search for a specific program, enter a name or topic in the Program Search field; for example, “paramedic.”

A screenshot of the website ontariocolleges.ca. The page features a dark header with navigation links: NEWSLETTER, APPLY / LOG IN (highlighted in blue), and FRANÇAIS. Below the header is a navigation menu with links for Applying, Colleges, Programs (underlined), and FAQ. The main content area has a background image of hands typing on a laptop keyboard. Overlaid on this image is the text 'Find a Program' in large white font. At the bottom of the page, there is a search bar with the placeholder text 'Search Programs' and a blue button labeled 'PROGRAM SEARCH' with a magnifying glass icon. A breadcrumb trail shows 'Home | Programs'.

ontariocolleges.ca | O.C.A.S.

NEWSLETTER APPLY / LOG IN FRANÇAIS

Applying ▾ Colleges ▾ Programs FAQ ▾ 🔍

Find a Program

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

Search Programs PROGRAM SEARCH 🔍

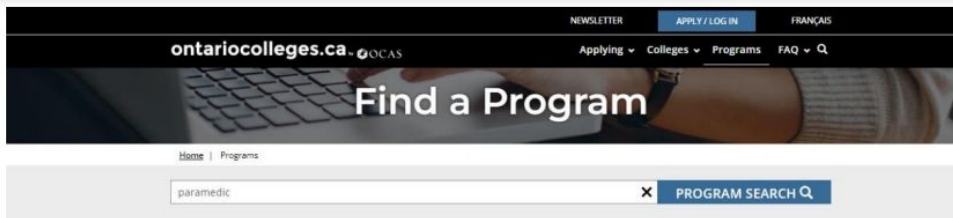
Program information reflected below is related to Canadian applicants. International applicants should [check the college website](#) to

Search for a Specific Program



Select **Program Search**. A list of programs is displayed.

Use the filters to refine the search results. For example, you might want to see only those Paramedic programs that take less than one year to complete.



Filter by: Results: 1 - 20 of 89

College	Paramedic (0620X01F)
Campus	Algonquin Campus: Ottawa Full Time Sep 2023 Waitlisted Website
Program Category	Paramedic (PARA)
Program Length	Cambrian Campus: Barrydowne (Sudbury) Full Time Sep 2023 Waitlisted Website
Start Date	Paramedic (PARA)
Credential	Cambrian Campus: Barrydowne (Sudbury) Full Time Jan 2024 Open Website
Language of Instruction	Paramedic (9101)
Program Availability	Centennial Campus: Morningside Full Time Sep 2023 Waitlisted Website
Program Level	Paramedic (0052)
Program Type	Conestoga Campus: Kitchener-Doon Full Time Sep 2023 Closed Website
Program Delivery	Paramedic (0052)
Highly Competitive	Conestoga Campus: Kitchener-Doon Full Time Jan 2024 Closed Website
	Paramedic (Primary Care) (0694)

ONE YEAR OR LESS (57) CLEAR ALL FILTERS

Filter by: Results: 1 - 20

College	Paramedic (PMDM)
Campus	Loyalist Campus: Main Full Time May 2024 Closed Website
Program Category	Advanced Care Paramedic (3005X01F)
Program Length	Algonquin Campus: Ottawa Full Time Sep 2023 Waitlisted Website
Start Date	Advanced Care Paramedic Graduate Certificate (APPD)
Credential	Cambrian Campus: Barrydowne (Sudbury) Full Time Sep 2023 Open Website
Language of Instruction	Advanced Care Paramedic (ADP2)
Program Availability	Fanshawe Campus: London Full Time Jan 2024 Open Website
Program Level	Advanced Care Paramedic (Graduate Certificate) (0854)
Program Type	Niagara Campus: Welland Campus Full Time Sep 2023 Closed Website
	Emergency Services Communication (ESCP)
	Cambrian Campus: Barrydowne (Sudbury) Full Time Sep 2023 Open Website

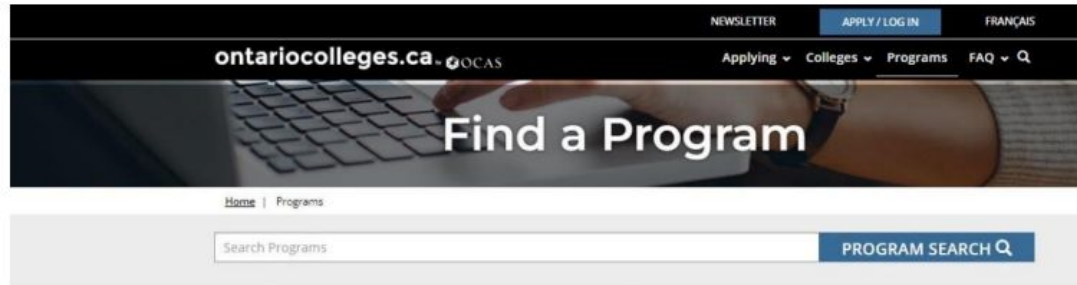
Explore Programs by Category



You might not know exactly what programs you want to apply for, but you have ideas about the types of things that you're interested in. On the **Find a Program** page, you can browse the different categories of programs.

For example, if you're interested in Engineering, you can explore the associated programs.

1. In the **Explore by category** section, select a category. For example: **Engineering & Technology**.



Program information reflected below is related to Canadian applicants. International applicants should check the college website to confirm program availability, application requirements, and other information.

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](#)

[Professions & Trades](#)

[Transportation & Logistics](#)

Explore Programs by Category



You can see the related program, organized by subcategories.

Select a subcategory; for example, Bioinformatics. A page opens with information about the field of study that you selected and a list of all the related programs.

The screenshot shows the top navigation bar of the ontariocolleges.ca website. The main content area is titled 'Explore by category: Engineering & Technology'. Below this title, there is a grid of subcategories. The 'Bioinformatics' subcategory is highlighted with a red rectangular border. Other subcategories include Architecture, Civil Engineering Tech, Electronics, Research, Chemical Production, Drafting / Design, Photonics, Control Systems, Instrumentation / Control, and Robotics / Automation.

NEWSLETTER APPLY / LOG IN FRANÇAIS

ontariocolleges.ca - OCAS

Applying ▾ Colleges ▾ Programs FAQ ▾ Q

Explore by category: **Engineering & Technology** X

- Architecture
- Civil Engineering Tech
- Electronics
- Research
- Bioinformatics**
- Control Systems
- Instrumentation / Control
- Robotics / Automation
- Chemical Production
- Drafting / Design
- Photonics

Explore Programs by Category



The screenshot shows the top navigation bar of the Ontario Colleges website. It includes links for 'NEWSLETTER', 'APPLY / LOG IN', and 'FRANÇAIS'. Below this is the main header with the URL 'ontariocolleges.ca' and the OCAS logo. A secondary navigation bar contains 'Applying', 'Colleges', 'Programs', and 'FAQ'. The main content area features a large banner for 'Bioinformatics' with a background of colorful DNA base pairs. Below the banner is a breadcrumb trail: 'Home | Programs | Engineering & Technology | Bioinformatics'. A blue sidebar on the left is titled 'ON THIS PAGE' and contains two items: 'What to Expect' and 'Programs', both with right-pointing arrows. To the right of 'What to Expect' is another item 'More Information' with a right-pointing arrow.

What to expect from a Bioinformatics career

Bioinformatics is a growing field. As we continue to use technology in science, we make advancements and discoveries, and improve scientific processes. Bioinformatics combines computers and biology to manage biological information through computer tools and systems for the purpose of extracting data. Ontario college bioinformatics programs use leading-edge technology to prepare students for a career in this in-demand field.

If you're interested in applying your current degree or diploma to a biotechnology- or computer-related field, and want to specialize in biological information management, here's what you need to know.

Bioinformatics Courses

Bioinformatics programs at Ontario colleges are offered as one-year graduate certificates. Program topics encompass biological science, computer science and statistics to prepare students for this multidisciplinary field. Students will not only learn to create systems that store information, but will also learn how to analyze the stored data. Bioinformatics program courses could include (but aren't limited to):

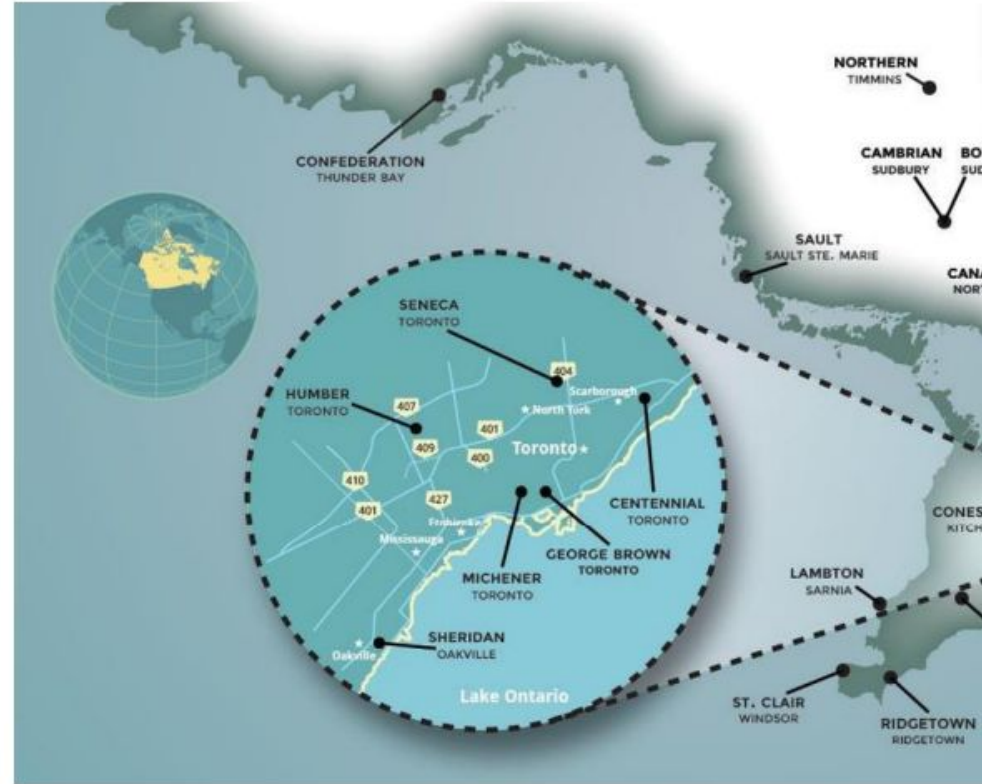
- Biological data management

Explore Programs by College



Perhaps you'd like to attend a college that is in a particular area of Ontario, or one that is close to your home.

Use the [map on the website](#) to see which colleges are in the area. Once you've identified a college, you can browse the list of programs that are offered.

























Explore Programs by College



For example, let's say you've decided that you want to stay close-to-home and attend Humber.

The screenshot shows the website ontariocolleges.ca with the OCAS logo. The navigation bar includes links for NEWSLETTER, APPLY / LOG IN, and FRANÇAIS. Below the navigation bar, there are dropdown menus for Applying, Colleges, Programs, and FAQ. The main content area is titled "Explore by college:" and displays a grid of 30 college logos and names. The Humber college entry is highlighted with a red box.

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

Explore Programs by College



A page opens with information about the college, a map of its location, and a list of all the available programs.

The screenshot shows the homepage of ontariocolleges.ca. The header includes navigation links for NEWSLETTER, APPLY / LOGIN, and FRANÇAIS. Below the header is a large banner image of five students sitting on a lawn, with the text "Humber College" overlaid. A navigation menu below the banner includes links for Home, Colleges, and Humber College, along with sub-links for Message from Humber, Life at Humber, Gallery, and Campus Locations. The main content area features the heading "Humber College is focused on our students' future" and a paragraph describing the college's focus on polytechnic education. Below this, there are three paragraphs detailing the college's offerings, including work-integrated learning, industry partnerships, and international opportunities.

The screenshot shows the "Programs at Humber" page. The header is identical to the homepage. Below the header is a search bar with the text "Search Programs" and a "PROGRAM SEARCH" button. The main content area displays a list of programs, filtered by "Humber". The list includes the following programs:

- 3D Modelling and Visual Effects Production Certificate (11671)**: Humber | Campus: North | Full Time | Sep 2023 | Waitlisted | Website
- 3D Modelling and Visual Effects Production Certificate (11671)**: Humber | Campus: North | Full Time | Jan 2024 | Open | Website
- Acting for Film and Television (10351)**: Humber | Campus: Lakeshore | Full Time | Sep 2023 | Closed | Website
- Addictions and Mental Health (MH511)**: Humber | Campus: Lakeshore | Full Time | Sep 2023 | Open | Website
- Addictions and Mental Health (MH511)**: Humber | Campus: Lakeshore | Full Time | Jan 2024 | Open | Website
- Advertising - Account Management (15051)**: Humber | Campus: Lakeshore | Full Time | Sep 2023 | Open | Website
- Advertising - Art Direction (AD511)**: Humber | Campus: Lakeshore | Full Time | Sep 2023 | Open | Website
- Advertising - Media Management (20881)**: Humber | Campus: Lakeshore | Full Time | Sep 2023 | Open | Website

What are Highly Competitive Programs?



Many of the programs that start in the fall have more qualified applicants than there are seats – these are the highly competitive programs.

For more information, go to the [Highly Competitive Programs](#) page on the Ontario Colleges website.

Curious about which programs are highly competitive? You can see a list on the [Find a Program](#) page on the website.



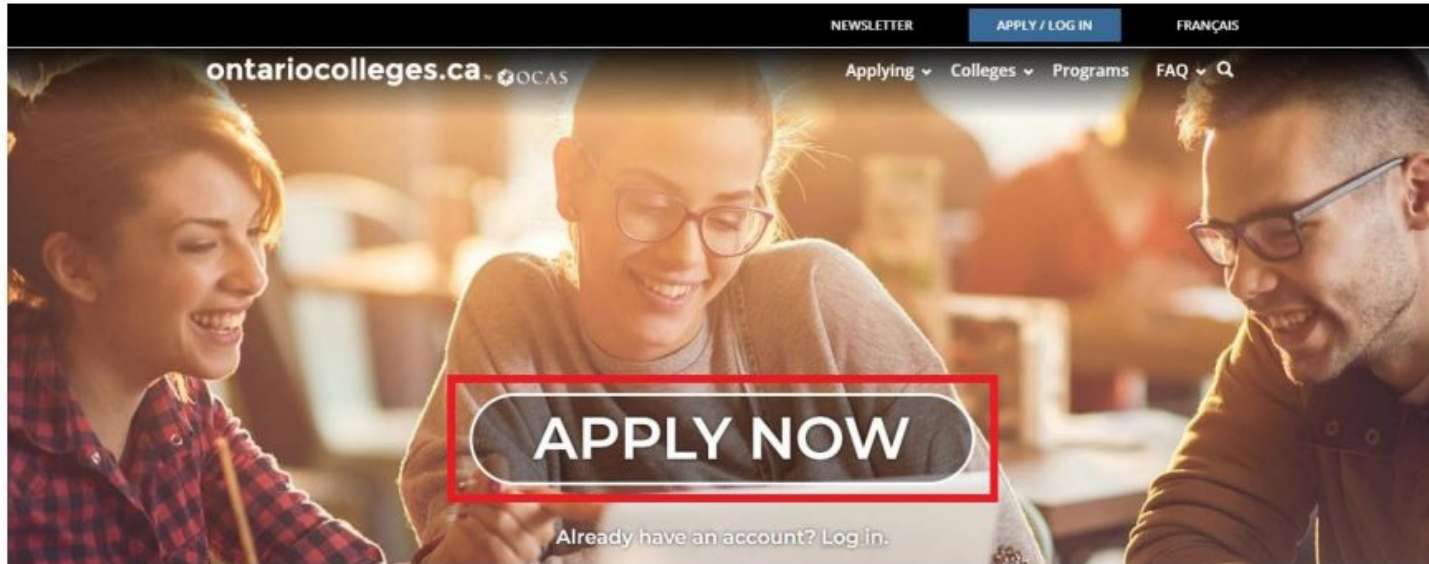
Create an Account

2. Create an Account



So, you've done some research and are ready to start your application. The next step is to create an account with ontariocolleges.ca.

Go to ontariocolleges.ca and select **Apply Now**



2. Create an Account



On the Canadian Applicants card, select **Apply Now**

The screenshot shows the website header with the URL ontariocolleges.ca and the OCAS logo. The navigation menu includes [NEWSLETTER](#), [APPLY / LOG IN](#), and [FRANÇAIS](#). Below the navigation are dropdown menus for [Applying](#), [Colleges](#), [Programs](#), and [FAQ](#). The main content area features two cards:

- Canadian Applicants:** Includes an image of a red backpack with a Canadian flag. The text reads: "You are a Canadian citizen or permanent resident of Canada residing inside or outside of Canada." The [APPLY NOW](#) button is highlighted with a red box. Below it are links for [Already applied?](#), [LOG IN](#), and [More Info](#).
- International Applicants:** Includes an image of a backpack with a globe. The text reads: "You are a citizen of another country and do not have permanent residency status in Canada." The [APPLY / LOG IN](#) button is highlighted. Below it is a link for [More Info](#).

At the bottom left of the page, there are links for [Home](#) and [Apply Now](#).

2. Create an Account



Select **Sign up with email**

The screenshot shows the OCAS website's sign-up page. At the top left is the OCAS logo and the word 'Français'. Below the logo is a banner image of three people smiling. The main heading is 'Sign up for the ontariocolleges.ca'. There are two sign-up options: 'Sign up with Google' and 'Sign up with email'. The 'Sign up with email' button is highlighted with a red border. Below the sign-up options is a link for 'Log in'. At the bottom of the page are links for 'Contact Us', 'Privacy', and 'Terms of Use'.

OCAS Français

Sign up for the ontariocolleges.ca

Sign up with Google

OR

Sign up with email

Have an account? [Log in](#)

Contact Us Privacy Terms of Use

What's New

 Continue with Google

Introducing Sign in with Google

You can now use the 'Sign in with Google' option to access your OCAS account!

[Learn More](#)

Tip: For new users, we recommend using your personal email address to create an OCAS account. Avoid using school email address because you may lose access to that email address once you graduate.

2. Create an Account



On the **New User** page, in the **Account Details** section, enter your Legal name and a valid email address.

IMPORTANT: Make sure you complete this information carefully. You cannot change your first name or last name once the account is created.

You will be able to add your middle name and preferred names later in the application process.

A screenshot of the OCAS 'New User' account creation form. The page has a black header with the OCAS logo on the left and the word 'Français' on the right. Below the header, there is a 'New User' section with an 'Account Details' sub-section. The form contains several input fields: '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', 'Password', and 'Confirm Password'. There are also small text instructions for the email and password fields. A 'Sign in' link is visible in the top right corner of the form area.



2. Create an Account

Create a password for the account that satisfies the following criteria:

- Between 8 and 16 characters in total
- At least three of the following:
 - a lowercase letter (a-z)
 - an uppercase letter (A-Z)
 - a number (0-9)
 - at least one of these special characters:
@ # \$ % ^ & * - _ + = [] { } | \ : ' , ? / ` ~ " () ; .
- the password must be strong

Complete the remaining steps in the account creation process.

2. Create an Account



Complete the remaining steps in the account creation process.

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

OCAS uses this information to verify your identity if you contact them for help.

Click the OCAS Privacy Policy link to read the privacy statement and then select the Personal Information Privacy statement check box.

Select Submit

Security Questions

Please select 3 unique security questions and provide an answer to each. In the event that you need to call our support staff, these questions and answers will be used to verify your identity.

1st Security Question and Answer

Question
Select a security question

Answer

2nd Security Question and Answer

Question
Select a security question

Answer

3rd Security Question and Answer

Question
Select a security question

Answer

I have read and understand the Personal Information Privacy statement on the 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.

Create

2. Create an Account



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

Follow the instructions in the activation email message to activate your new ontariocolleges.ca account.



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 (_____).



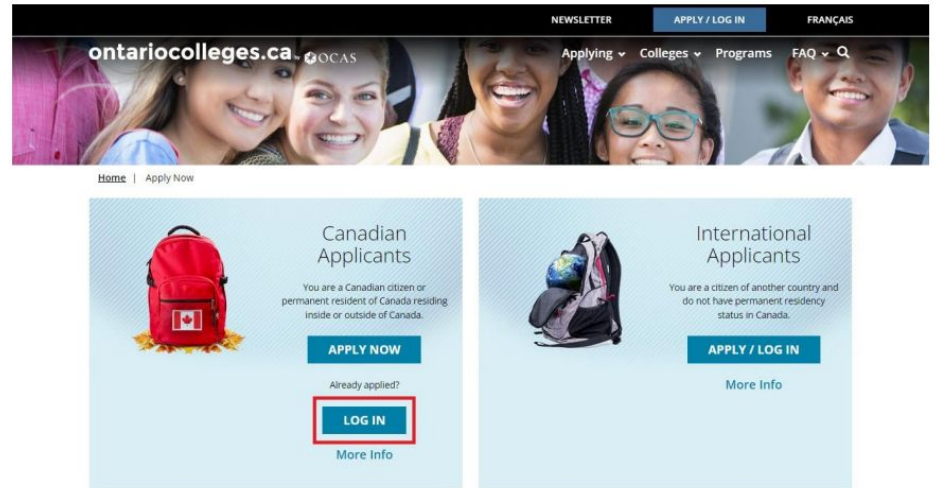
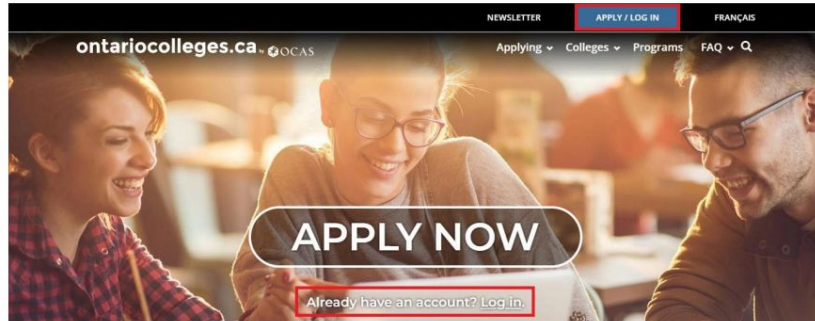
Complete the Application

3. Complete the Application



Go to ontariocolleges.ca and select **Log in**.

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



3. Complete the Application



In the Sign in dialog box, enter the email address you used to create your ontariocolleges.ca account and select **Next**

Enter your password and select **Next**.

A screenshot of the OCAS sign-in page. At the top left is the OCAS logo and at the top right is the word "Français". Below this is a banner image of three people smiling. The main heading is "Sign in to ontariocolleges.ca". There is a "Continue with Google" button with the Google logo. Below that is the word "OR" and a section titled "Enter Email" with an input field containing the word "Email". There is a "Forgot password?" link and a blue "Next" button. At the bottom, there is a link "Don't have an account? Sign up". At the very bottom, there is a footer with "Contact Us Privacy Terms of Use".

A screenshot of a "What's New" announcement. The heading is "What's New". Below it is a button that says "Continue with Google" with the Google logo. A mouse cursor is pointing at this button. Below the button is the text "Introducing Sign in with Google" and "You can now use the 'Sign in with Google' option to access your OCAS account!". There is a "Learn More" button. At the bottom, there is a tip: "Tip: For new users, we recommend using your personal email address to create an OCAS account. Avoid using school email address because you may lose access to that email address once you graduate." At the very bottom, there is a footer with "Contact Us Privacy Terms of Use".

3. Complete the Application



On the **New Applicant** page, enter your **Date of Birth**.

IMPORTANT: Be sure to enter your date of birth correctly; once it's saved, you cannot change it.

To get it corrected, you must contact our [Customer Contact Centre](#) by phone or live chat.

If you like, you can also add **Middle Names**.

Select **Continue**.



Your Information

If you are completing this application on someone else's behalf, enter the applicant's name and date of birth.

Legal First / Given Name:

Legal Last / Family Name:

Middle Names (optional):

Date of Birth:

Month Day Year

3. Complete the Application



The **Privacy Consent** page opens where you are asked to review and accept the Privacy Policy.

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

When you've finished reading the statement, select the check box. If you do not accept the OCAS Privacy Policy, you will not be able to complete your college application.

Select **Submit**.

A screenshot of the OCAS Privacy Consent page. At the top, there is a banner with the text "ontariocolleges.ca" on the left and "Welcome Lynn - Français" on the right. The banner features a background image of three young people smiling. In the center of the banner, the words "Privacy Consent" are written in large white font. Below the banner, there is a small checkbox followed by the text: "By continuing with this application, I consent to the collection, use, disclosure, and retention of my personal information by OCAS Application Services Inc. ("OCAS") in connection with my application as described in the OCAS Privacy Policy." Below this text is a blue button labeled "Submit". At the bottom right of the page, there is a small image of a silver metal safe.

3. Complete the Application



On the **Communications Preferences** page, review the information about email communication. If you would like to receive email from ontariocolleges.ca, select the **I agree** check box.

Select **Submit**.

Your new account profile opens where you can begin adding personal information and details about your education.



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 commercial electronic messages from OCAS Application Services Inc., including surveys, promotions, newsletters and emails about other products and services that may be of interest to me. I acknowledge that 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



3. Complete the Application - Personal Info



On the **Personal Information** card, select **Get Started**.

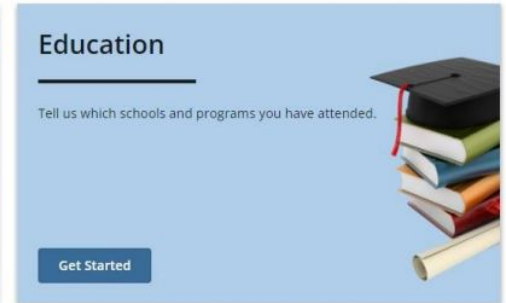
Follow the prompts and Enter your:

- Basic Information
- Gender Identity
- First Language
- Address & Contact
- Citizenship & Residency

If you choose, you can complete the Applicant Diversity Census and Military Connected Learners sections.



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



3. Complete the Application



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



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

Next add your **Education**

Personal Information

Lynn Test

 Jul 1, 1969

 Lynn_Test@test.ontariocolleges.ca

 5198987888

 60 Corporate Court, Guelph


[Update Info](#)



Education

Tell us which schools and programs you have attended.

[Get Started](#)



3. Complete the Application - Education



The **Education** page opens.

Under **Education Status**, select **Yes**

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



Education Status

Are you currently enrolled in a high school course?

Yes No

Self-Declared Education

Colleges will use this information to assess your application as well as to determine if you may be eligible for advanced entry (i.e. entry to a semester higher than Semester 1). You should provide as much information as possible about your high school and all postsecondary studies.

Applicants with a GED (General Educational Development test) should declare some high school education (even if incomplete) and provide test results to ontariocolleges.ca (60 Corporate Court, Guelph, ON N1G 5J3). Once processed, your GED results will appear in the Documents section of your account. For more information, see the [Supporting Documents](#) page of our website.

If you participated or are enrolled in a dual credit course/courses at an Ontario college, please don't declare your college education. Your high school will report those grades, so you only need to declare your high school education.

[Start Declaring Education](#)

3. Complete the Application - Education



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



Please indicate the type of education you would like to add to your profile. Home-schooled applicants should select Canadian High School Education from the drop-down menu and enter 'Home/Private Non-Accredited High School' as the school name. If you participated or are enrolled in a dual credit course/courses at an Ontario college, please don't declare your college education. Your high school will report those grades, so you only need to declare your high school education.

Type of Education:

- Canadian High School Education
- Canadian College Education
- Canadian University Education
- Academic Upgrading/ACE Program
- International Education

3. Complete the Application - Education



In the **Province** list, select **Ontario**. Select **Find an Ontario High School**

Find **Stouffville District Secondary School**

Find an Ontario High School ×

Search by School Name or City

M M Robinson

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

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.

3. Complete the Application - Education



Enter the remaining details.

Your **Ontario Education Number (OEN)** and **Student Number**. This will be emailed to you from the YRDSB this week. It can also be found on the OSS you received during our Grade 12 visits, your high school report card or transcript.

Select **Save & Continue** or **Save & Add Another** (if you added more than one high school)

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:

Lynn

Last Name on School Record:

Test

3. Complete the Application - Education



If you are an International student, on the **New Education** page, in the **Type of Education** list, select **International Education** and enter your details.

Select the **Institution Type** and the **Country**.

Enter the **name of the institution**.

Enter the remaining details about the program and when you attended

Select **Save & Continue** or **Save & Add Another**.

After you save the new International Education, you will receive a message about International Credit Assessments. A notification about the message is displayed on your Dashboard.

International Education

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

Institution Type:

Country:

Institution Name:

Are you currently attending this institution?

Attended From Date:

The date you started attending this institution.

Year / Level Achieved:

3. Complete the Application



ontariocolleges.ca Welcome Lynn Français

Your Dashboard

Account Number: 210025279819

2023 - 2024 Application

Your profile is complete! You're ready to apply.

Start Here!

[Apply Now](#)

Messages

Latest Messages

Aug 29, 2023
International Credit Assessment Information

[View All Messages](#)

The message looks something like this:

ontariocolleges.ca Welcome Lynn Français

Your Messages

ontariocolleges.ca Messages

[International Credit Assessment Information](#) Aug 29, 2023

Based on the education credentials you provided, you may need an International Credit Assessment as part of your application. Your first step is to contact the colleges directly to see if this document is required for the programs you've applied to. Next, check your email for the instructions we've sent on how to get an assessment (if you haven't already had one) and how to send it to ontariocolleges.ca.

3. Complete the Application - Program Choices



On **Your Dashboard**, on the 2024 – 2025 Application card, select **Apply Now**



3. Complete the Application - Program Choices



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

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**.

A screenshot of a web application interface. At the top, a dark banner reads "Aug 2024 - Jul 2025 Application". Below this is a progress bar with four steps: "1 Choose Programs" (highlighted in blue), "2 Order Transcripts", "3 Review", and "4 Payment". To the right of the progress bar, it says "Application Number: 240002255". On the left is a dark sidebar with icons for "Home", "Profile", "Apply", and "Docs". The main content area is titled "Program Search" and includes the instruction: "You can select a maximum of 5 program choices, however **only 3** program choices can be from any single college." Below this is a search form with a "Search Program:" label, a text input field "Search by Code or Title" with a search icon, and a dropdown menu currently set to "All Colleges". At the bottom of the screenshot, a dark box titled "Program Choices at a Glance" shows a table header with columns for "Program Name", "Date", and "College / Campus / Start Date".

3. Complete the Application - Program Choices



To refine the list, select a college

Aug 2024 - Jul 2025 Application

1 Choose Programs | 2 Order Transcripts | 3 Review | 4 Payment

Application Number: 24000255

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 Choices at a Glance

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

Program Search Results

Program	Location	Details	
Architectural Technology (Fast-Track) (Optional Co-op) (3125)	Centennial / Morningside	Start Date: Sept 2024 Delivery: Full Time Duration: 4 Semesters Availability: Open	Add
Architectural Technology (03371)	Humber / North	Start Date: Sept 2024 Delivery: Full Time Duration: 6 Semesters Availability: Open	Add

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

- All Colleges
- Algonquin
- Cambrian
- Canadore
- Centennial
- Collège Boréal
- Conestoga
- Durham
- Fanshawe
- Fleming
- George Brown
- Georgian
- Humber
- Kemptville College
- La Cité Collégiale
- Lambton
- Loyalist
- Michener Institute
- Mohawk

Results

	Location	Details	
(Fast-Track)	Centennial / Morningside	Start Date: Sept 2024 Delivery: Full Time Duration: 4 Semesters Availability: Open	Add
(71)	Humber / North	Start Date: Sept 2024 Delivery: Full Time Duration: 6 Semesters Availability: Open	Add
(9)	George Brown / Casa Loma Campus	Start Date: Sept 2024 Delivery: Full Time Duration: 6 Semesters	Add

3. Complete the Application - Program Choices



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.

3. Complete the Application - Transcripts



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

Application Number: 240002255

Your Transcripts

Your transcripts are a record of your grades and help the colleges determine your eligibility for admission to college. If you have attended a secondary or postsecondary institution, you are required to provide this information in your application. If you don't see the institution you wish to request your transcript from here, please return to My Profile and make sure that institution is listed under Declared Education.

If your high school transcript is already posted in the Supporting Documents (Docs) section of your account and no updates are required, you do not need to create a new transcript request. The transcript on file will be sent to the college(s) when your application is submitted. If you applied in the past and requested post-secondary transcript(s), you will still need to create new transcript requests for the institutions you've attended as post-secondary transcripts aren't kept on file and need to be requested each time you apply.

When requesting postsecondary transcripts, you will have the option of sending the transcripts now or at the end of the term. If you are currently attending an Ontario public college or university, please check if the college(s) you are applying to require you to send your transcript now, at end of term*, or both. If you have recently graduated from an Ontario public college or university, please wait until your final marks and credential information have been posted before ordering your transcript. More information on transcript requests can be found on the [Transcripts page](#) of our website.

3. Complete the Application - Review



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?
1. 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.
 2. Once the information is accurate and complete, select the **I confirm** check box.
 3. Select **Continue to Payment**.



Payment

3. Complete the Application - Payment



Before OCAS 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 is an example of the **Payment** page

Aug 2024 - Jul 2025 Application

1 Choose Programs 2 Order Transcripts 3 Review 4 Payment

Application Number: 240002255

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 2024 - Jul 2025

Item	Amount
Application to Ontario Colleges - Application Number: 240002255	\$125.00
1 George Brown Architectural Technology Sept 2024 Semester 1	
2 Centennial Architectural Technology (Fast-Track) (Optional Co-op) Sept 2024 Semester 1	
Subtotal	\$125.00

3. Complete the Application - Payment



Applicat

In your application, verify that the list of programs is correct.

Verify that the list of transcripts you requested is correct. If you want to delete a transcript request, simply select Remove.

If you have a prepaid voucher, enter the code, and select Redeem. If there are remaining fees, continue to next step, otherwise, submit your application.

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.

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

Application Vouchers are available through your guidance counsellor.

Pay by Credit Card

Transaction Amount: \$184.65 (CAD)

Order ID: ORD-357798-KDH3B7

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



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 button will not stop the transaction from being processed and may result in a double charge.

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!



Monitor Your Application

What next? 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 four new messages.

The screenshot shows the 'ontariocolleges.ca' website. At the top right, it says 'Welcome Lynn' and 'Français'. The main heading is 'Your Dashboard'. Below this, the account number is '210025279819'. The main content area is divided into two columns. The left column is titled '2024 - 2025 Application' and shows 'Application Number: 240002255'. There is a 'Resume Application' button and a 'Status: Unpaid' indicator. Below this is a 'Did You Know?' section with text about applying to multiple programs and a 'View All Messages' button. The right column is titled 'Messages' and shows 'Latest Messages' with '6 Unread'. It lists four messages, all with the subject 'Be sure to pay the required fees' and dated 'Aug 20, 2023'. An image of a hand holding several envelopes is shown on the right side of the messages section. A navigation sidebar on the left includes 'Home', 'Profile', 'Apply', and 'Docs'.

How do I Know if my Application was Sent?



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.

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.

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

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

The screenshot displays the 'Activity History' page with a sidebar on the left containing navigation options: Home, Profile, Apply, Docs, and College Sync (highlighted with a red box). The main content area is titled 'View Application Activity by College:' and shows three application cards. Each card includes the college logo, the status 'Scheduled', and the text 'Next Send: Aug 30, 2023'. The application number '24000225' is visible in the top right corner.

College	Status	Next Send
Georgia Institute of Technology	Scheduled	Aug 30, 2023
CENTENNIAL COLLEGE	Scheduled	Aug 30, 2023
NIAGARA FALLS UNIVERSITY	Scheduled	Aug 30, 2023

Accepting an Offer



To accept an offer of admission to college:

1. Log in to your ontariocolleges.ca account.
2. On **Your Dashboard**, in the navigation panel, 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. Some offers will continue to be Available after the expiry date and other offers will become Unavailable as soon as the offer expires.

Decide which offer of admission you want to accept, then select **Accept**. Select **Yes**, accept this offer.

Offers

Considerations before you accept.

When a college issues you an offer of admission it will be posted here, so check this page regularly. You should receive an admission decision from each college where you submitted your application. If you don't receive any documentation regarding your application, contact the college directly.

How do I accept an offer of admission?

How do I decline all offers of admission?

Available Offers

2024 - 2025 School Year

APPLICATION NUMBER: 240002255
LAST UPDATED: AUG 30, 2023

	Architectural Technology (T109)	Start Date: Sept 2024
Campus Casa Loma Campus	Delivery Full Time	Entry Semester Semester 1
	Posted Aug 25, 2023	Expires Oct 19, 2023
<input type="button" value="Accept"/>		

	Niagara Parks Advance Diploma in Horticultural Leadership (NP03)	Start Date: Sept 2024
Campus Main	Delivery Full Time	Entry Semester Semester 1
	Posted Aug 30, 2023	Expires Jan 1, 2025
<input type="button" value="Accept"/>		

Accepting an Offer - 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.

If you want to confirm an offer that has already expired, it might still be available. If so, you can confirm it. If the offer is not available, you can contact the college to let them know that you want to confirm the offer and to ask them if they can extend it.

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 an Offer



If you are accepting an offer of admission, there is no need to decline any other offers.

However, if you decide not to attend a college program that you have applied for, you can decline all offers.

1. Log in to your 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.

Need Help?

A photograph of several hands holding up black graduation caps with gold tassels against a background of green trees. The image is slightly darkened to make the text stand out.

**BOOK A GUIDANCE
APPOINTMENT
THROUGH
TEACHASSIST**