How to Apply to Ontario Colleges



 This presentation will be posted on the Class of 2025 Google Classroom and the Guidance Website so you can refer back to it

- Specific questions: make an appointment with your counsellor through Teach Assist
- **General questions**: Ask me as they come up in the presentation

Agenda



- <u>Step 1: Research Programs and Schools</u>
- <u>Step 2: Set up an Account</u>
- <u>Step 3: Complete the Application</u>
- Step 4: Checking on your application and accepting an offer
- Important dates

How to Apply Video



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.



GET TO KNOW www.ontariocolleges.ca



STEP 1 Research Programs And Schools

College Program Types

- Certificate Programs: 1 year
- Diploma Programs: 2 3 years
- Degree Programs: 3 4 years
- Collaborative Degree Programs: 4 years
- Graduate Certificate Programs: 1 year

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 <u>College Map</u> to find a campus near you.
- Check out the <u>college websites</u> for more details about their programs and admission requirements.
- Visit <u>College Reps at SDSS</u>
- Attend the SDSS Post-Secondary Fair
- Attend the Ontario Colleges Fair October 16/17 at the Enercare Centre, Exhibition Place
- Attend a <u>college recruitment event</u> to meet college representatives



Search for a Specific Program

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- 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."

	NEWSLETTER	APPLY / LOG IN	FRANÇAIS
ontariocolleges.ca.gocas	Applying ~	Colleges 🛩 Programs	FAQ + Q
Find a Pr	ogram		
Home Programs Search Programs		PROGRAM SEA	ARCH Q

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. Program Level will help narrow it down choose post secondary or degree depending on what you want.

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	111	Find a Program	Campus	\sim	Loyalist Campus: Main Full Time May 2024 Closed Website &	
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	paramedic		Program Length	^	Algonquin Campus: Ottawa Full Time Sep 2023 😔 Waitlisted Website 🔗	
			One year or less Two years	(57)	Advanced Care Paramedic Graduate Certificate (APPD)	
	Filter by:	Results: 1 - 20 of 89		(1)	Cambrian Campus: Barrydowne (Sudbury) Full Time Sep 2023 Open Website 🔗	
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Explore Programs by Category

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.

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 Programs by Category

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.





Explore Programs by College

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Use the <u>map on the website</u> to see where each college is.

Once you've identified a college, you can browse the list of programs that are offered.



Explore Programs by College



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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.

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Humbe	er College		
Message from Humber Gallery Programs	Life at Humber Campus Locations		
Humber College is focu	sed on our		
students' future As a global leader in polytechnic education. Humber student	ts receive in- depth theoretical learning and	UMBER	
hands-on experience with applied research and extensive in With practical and theoretical learning, state-of-the-art labs, programs include work-integrated learning opportunities su	dustry connections. and creative spaces, our more than 200 full-time ch as co-op, internships, field placements and practicums.		
Students also have the opportunity to partner with industry of innovation, a network of multidisciplinary innovation cent entrepreneurship, technology, and business.	on real-world, applied research projects thanks to Humber res specializing in health and wellness, social innovation,	s five Centres	
Students interested in global opportunities can take advanta such as a semester abroad, placements, and faculty-led stud	age of short- or long-term international learning and work e ly tours through 40-plus academic partners on six continent	xperiences ts.	

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Programs	at H	lumber	
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Filter by:		Resul	lts: 1 - 20 of 350
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Program Availability	\sim	Humber Campus: Lakeshore Full Time Sep 2023 Open Website 🔗	
Program Level	VI	Addictions and Mental Health (MH511)	\sim
Program Type	\sim	Humber Campus: Lakeshore Full Time Jan 2024 Open Website 🔗	
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Advertising - Media Management (20881) Humber | Campus: Lakeshore | Full Time | Sep 2023 | @ Open | Website Ø

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.

You must apply before Feb. 1 to have equal consideration for these programs.

For more information, go to the <u>Highly Competitive Programs</u> 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.

Step 2 Create an Account







On the Canadian Applicants card, select Apply Now



Home | Apply Now



More Info



Select Sign up with email or Sign up with Google (NOT GAPPS)





On the **New Applicant** page, enter your Legal name and date of birth.

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

You have the option of adding your middle name.

ontariocolleges	.ca	Français
	New Applicant	5
	Your Information	
	Legal First / Given Name:	
	Sarah	
	Legal Last / Family Name:	
	Jourdain	
	Middle Names (optional):	
	Middle Names	
	Date of Birth:	
	Month Day Year Year	
	Continue Sign Out	
	0:35 / 4:20	- ::

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



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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

2nd Security Question and Answer

Juestion Select a security question

nswer

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, view and disclose my academic and registration information in accordance with the purposes set out in such statement.



Fill in your Personal Information and Education



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



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					
Name	Туре	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.

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 attended more than one high school)

Province: Ontario School Name: Q 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): If you do not know your OEN, please contact your high school counsellor; otherwise you can enter 0 to continue 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



Canadian High School Education

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

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:	
Select a type	\$
Country:	
Select a country	\$

Institution Name:

Institution Name

Are you currently attending this institution?



Attended From Date:

Month 🔶 Year 🛊

The date you started attending this institution.

Year / Level Achieved:

Select a level...

Step 3 Complete the Application

Complete the Application

Go to ontariocolleges.ca and select Log in.

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







Start Application – Important! Select the correct cycle



Choose Programs - choose up to 5 programs

Change

Or Add





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**.

					Applicat	ion Number: 2400022
Р	rogram Sea	irch				
Yo	u can select a maximu	um of 5 program choices, how	vever only 3 program choices	can be from any single o	ollege	
	Search Program:					
	Search by Code or T	itie				Q
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View Received Documents



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.

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 (for example: from school outside of Ontario)?

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.

Complete the Application - Payment

The payment page:

- Shows you a list of the programs you chose
- The application fee is \$150
- You may apply for up to 5 programs
- Not more than 3 programs at any one school

Application Vouchers are available through your guidance counsellor if you need help paying the fee



ltem					Amount
Application to Ontario	Colleges - Application I	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



Part 4 **Checking on your Application and Accepting an** Offer

What next? Monitor your Application

Log in and see if there are any updates to your application

• Check **Your Dashboard** to see any new messages, documents, or offers.

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





How do I Know if my Application was Sent?

• On Your Dashboard, select College Sync.

• Activity History - shows where you have applied





Accepting an Offer

• On **Your Dashboard**, in the navigation panel, select **Offers**

 Each offer has an EXPIRY 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.





Accepting an Offer - What if I Change my Mind?

• You can only accept 1 offer at a time

• If you change your acceptance your previous acceptance is automatically declined

• If an offer is expired but you would like to go to that program contact the college to see if they can extend the offer

• You can only confirm one offer a day. If you change your mind you need to wait until the next day to make the change

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 ANY college program in Ontario, 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.

Important dates

Important Dates to Keep in Mind

Early October 2024: Online Application Opens

Application opens at ontariocolleges.ca for programs beginning in fall 2025

November 1, 2024: 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, 2025: 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, 2025: 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 2025: 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.

MAKE SURE YOU ARE CHECKING YOUR EMAIL and the OCAS dashboard REGULARLY SO YOU DON'T MISS IMPORTANT INFORMATION!!

Summary of Important Dates

Oct 2024: Application Opens

Nov 1, 2024: Earliest Offer Date

Feb 1, 2025: Equal Consideration Date

May 1, 2025: Deadline to Confirm Offer

June 2025: Tuition Deposit Deadline

Important Information about the Application



- The application processing fee is **\$150** (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.

Need Help?



