Applying Online to Ontario's Universities

101 Online Application for
Ontario High School Students

www.ouac.on.ca/ouac-101

Checklist

Before starting your OUAC 101 application, you will need:

- a PIN (Personal Identification Number)

- a school number

- a student number

- a list of your researched options

- to check your credit counselling summary with your guidance counsellor

- have a plan B and sometimes C

Step 1:
Get Your OUAC Access Codes

Your guidance counsellor will give you a confidential letter containing your access codes:

- **Temporary PIN**
- **School Number**
- **Student Number**

These numbers allow you
to access your 101 Application.

Your PIN is confidential!
Don't share it with anyone else.

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Step 2:
Research Your University Options

- Visit **eINFO** (www.electronicinfo.ca) to see what each university has to offer. Review the eINFO Postcard.

- Read the **101 Application Guide** (available at www.ouac.on.ca/guide/101-app-guide) for information about the universities and up-to-date program information.

- Check out university publications, websites and tours.

- Talk to counsellors, family, teachers and friends.

- Write down your program choices and codes, and keep them handy.

Step 3: Mark Your Calendar

- **October/November 2018:** Schools distribute Access Code letters for the 101 Online Application.

- **December 19, 2018:** Corpus Christi's suggested deadline to submit completed online applications to the OUAC.

- **January 16, 2019:** Deadline to submit your completed application to the OUAC. Any applications after this date will not be treated equally. If this happens you will need to contact the individual universities to see how the late application will impact you.

- **February 5, 2019:** Recommended last date to make changes to your application.

- **May 29, 2019:** Latest date you can expect a response to your application for admission.

- **June 3, 2019:** The earliest date you may be required to respond to an Ontario university offer of admission and give a financial commitment (e.g., registration deposit, residence deposit, etc.).

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Application Fees

- **Base application fee** - $150.00

-this allows you to apply to three program choices and or universities.

- **Additional choice fee-** $50.00

-for each additional program choice beyond your first three (e.g. if you add two additional university choices, you must pay $100 in addition to the base application fee).

APPLICATION FEES

- There is no fee for replacing a program choice with another program choice at the same university

How many universities and programs can I choose to apply to?

- You may apply to as many Ontario universities/programs as you wish; however, you are limited to a maximum of three program choices at any one university (including affiliates).

- Some universities may further limit the number of programs to which you may apply. Make sure that you carefully read the details and instructions offered by each institution. Consult the individual university websites or contact the universities directly for more information.

Out of Province Affiliates

Out of Province Affiliates

The OUAC assists the following out-of-province institutions in collecting academic data for Ontario secondary school students who have applied through the OUAC:

Acadia University

Bishop's University

University of British Columbia

University of Calgary

Concordia University

Dalhousie University

McGill University

University of New Brunswick

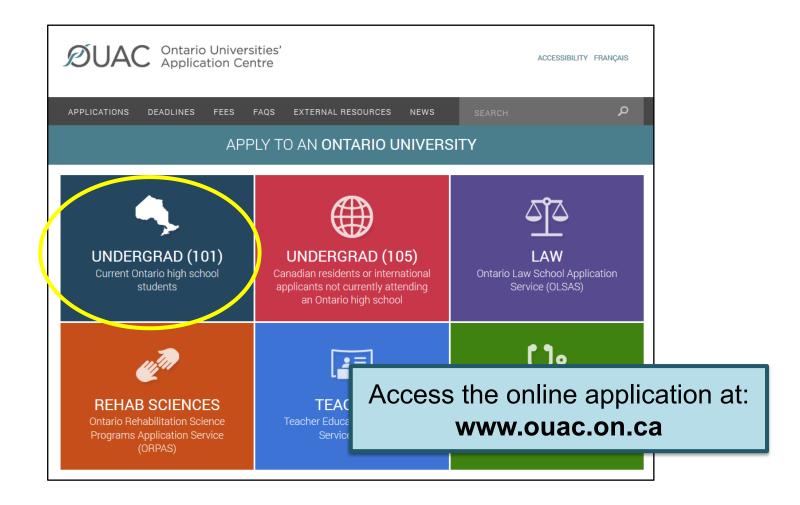Saint Mary's University

Simon Fraser University

University of Victoria

Students who complete an application form for these out-of-province universities can provide authorization for a university to request their academic information from the OUAC. To provide authorization, the applicant must include their 11-digit OUAC Reference Number on the institution's application form. Note: In all cases, the eleventh digit should be "0". This automated transfer of academic data greatly reduces the work load in the secondary schools by eliminating the need to prepare and mail hardcopy transcripts.

Application Changes

- February 5, 2019
  Recommended last date for students to submit university and program changes and additional active choices to the OUAC to be considered for early admission.

- Note: This is a recommended deadline. The OUAC will still accept and process application changes at any time.

Step 4: Apply!

Access the online application at:
www.ouac.on.ca

Let's Get Started!

Access the online application directly at:
www.ouac.on.ca/ouac-101

Creating an Account For the First Time

The first time you log in:

You will need to create an OUAC Account.

Your OUAC Account

Create My OUAC Account

If this is your first time logging in, you need to create your OUAC Account. Do not create more than one account. You will use your username and password to apply to all OUAC applications from now on.
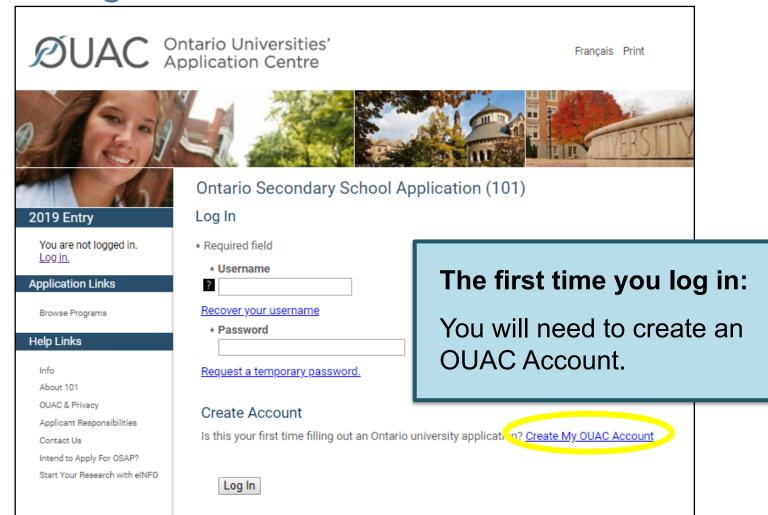
Note: If you have applied through the OUAC any time after August 2016, you should have an OUAC account.

* Required field

* **First Name**
If you only have 1 name, enter it as both your first name and your last name/family name.

Middle Name(s)

* **Last Name/Family Name**

* **Date of Birth (Format: yyyy-mm-dd)**

Enter Your Email Address

We will send a verification email to this email address. If you do not receive a verification email, go to "My OUAC Profile" in your application and click "Re-send Verification Email".

Note: You will not be able to submit your application until you verify your email address.

* **Email Address**

* **Confirm Email**

Create a Username and Password

Note: Create a username that is personal and that you can remember. We recommend that you do not use any previous OUAC identification numbers (e.g., an old OUAC Reference Number or IT number). Do not use accented characters (e.g., é, è, ê, ë).

* **Username**

* **Password**

* **Confirm Password**

Terms and Conditions

Create Your Username and Password

Create a username that is easy for you to remember. You will use it to apply to all OUAC applications from now on.

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Welcome and Access Codes

Welcome

This application is only for current Ontario high school students who are applying to start undergraduate study in 2019 (January–September). **All application fees are non-refundable.**

If you have chosen the wrong application, return to the OUAC website to select another.

Here are some helpful tips to get you started:

- You will need your Application Access Code Letter with your school information and PIN. Please see your guidance office i
- Use the "Application Links" menu application in any order.
- Click "Review and Submit" at any
- Before you submit your applicatio and/or change information you h
- After 20 minutes of inactivity, you Please be advised that your chan

Your OUAC Reference Number

You will be assigned an OUAC Reference number is application-specific and is n services.

My Access Codes

* Required field

* **School Number**

* **Student Number**

* **Temporary PIN**

Save

Review the helpful tips on the Welcome page and enter your access codes provided by your guidance counsellor to start your online application.

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Navigating the 101 Application

"Help" links are located on most of the application screens or on the fields themselves.

Add Personal and Contact Info

Select Your Programs

Select Programs

You may browse through program information using one of the starting points listed below:

Program Category

By University

By Geographic Area

Fast Track

If you have done your research and know exactly which program codes you would like to add, enter the codes here:

* **Program Code**

Search

These are the search options.

Enter an OUAC program code to use the Fast Track option.

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Once You've Selected a Program

Complete the program details for each program selected.

Select Programs - Lakehead University

Review the Lakehead University requirements

Visit Lakehead University

With two campuses in Thunder Bay and Orillia, Lakehead University diverse range of highly recognized programs, acclaimed faculty and of-the-art learning technology, all nestled in the beauty of the nat from all around the world choose to study at Lakehead University. more about Canada's #1 Value-Added University. Visit www.lakehe learn more about the offerings available.

Program Details - Accounting

Complete the details requested in the following form.

- Bachelor of Commerce (BComm)
- Program is also available by co-operative education.

SPECIFIC PROGRAM ADMISSION REQUIREMENTS (OSS):
- ENG4U, MHF4U, one additional 4U Math, three additional 4U or 4M courses. Students deficient in math will not be considered for BComm specializations.

    - Admission Requirements
    - Visit
    - Visit University of Guelph-Humber

* Required field

Program Details

Institution

University of Guelph

Program Code

GBK

View the Admission Requirements for the program

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Order Your Choices

Program Choices

▶ Add Program

Choice Number	Program Code	Program Title	Actions
01 ▾	GBK	University of Guelph Accounting	▶ Change ▶ Delete
02 ▾	TLA	...rsity of Toronto ...al Studies (BA)	▶ Change ▶ Delete

Order Your Choices

To rank your program selections in order o...
choices or manually change the numbers u...

Save Ordered Choices

Add Program to your application
Proceed to Additional University Details if y...

The choice order does not affect scholarship or admission consideration **unless** a university's literature specifically states that it does.

Fees

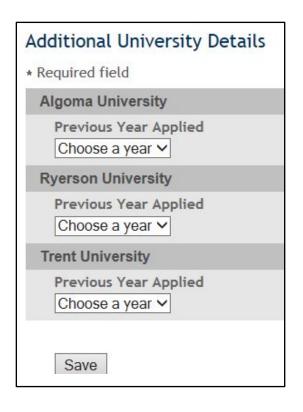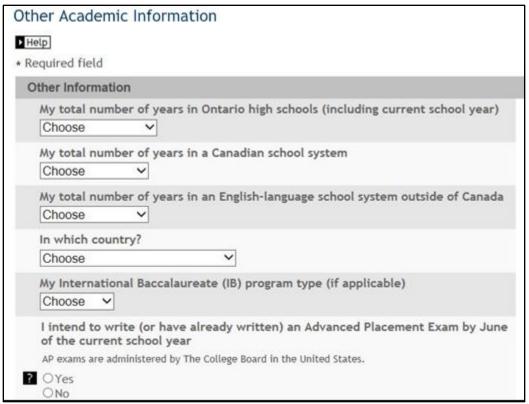The cost is $150 for the first 3 university/program choices and $50 for each additional choice.

Answer Questions

You must complete the Additional University Details and questions in the "Other Academic Information" section.

Additional University Details

* Required field

Algoma University

Previous Year Applied
[Choose a year ▾]

Ryerson University

Previous Year Applied
[Choose a year ▾]

Trent University

Previous Year Applied
[Choose a year ▾]

[Save]

Other Academic Information

▶ Help

* Required field

Other Information

My total number of years in Ontario high schools (including current school year)
[Choose ▾]

My total number of years in a Canadian school system
[Choose ▾]

My total number of years in an English-language school system outside of Canada
[Choose ▾]

In which country?
[Choose ▾]

My International Baccalaureate (IB) program type (if applicable)
[Choose ▾]

I intend to write (or have already written) an Advanced Placement Exam by June of the current school year

AP exams are administered by The College Board in the United States.

[?] ○ Yes
○ No

Current High School Info/Grades

Please monitor and report errors to your guidance counsellor.

Current High School Information and Grades

Your high school has provided us with your applicable academic data throughout the year.

- Review your academic information carefully and inform your guidance counsellor if changes are required.
- Only your Grade 11-12 courses are reported to the OUAC (your Grade 9-10 courses will not be listed).

Note: If there is no information listed on this page, please continue to submit your application and contact your guidance counsellor.

My High School Information

School Number
999999

School Name
OUAC Grades

Diploma Status
Unknown

This screen is "read-only".

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Submitting Your Application

Review and Submit

Please review your information:

- Correct any errors or warnings by returning to the appropriate section of your application.
- Once satisfied that your information is accurate, read the "Applicant's Declaration".
- Click "I Verify and Agree" to proceed to payment.

Once you have successfully submitted your application, you will receive an OUAC Reference Number.

Warnings

- **5251**: Make sure you entered your name correctly. Do not use all capital letters.

This information was provided in Personal Information:

Your Name and Other Personal Information

Title

I Verify and Agree

Click here to proceed to the payment screen.

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Paying for Your Application

You can pay by the following methods:

1. **VISA/MasterCard/American Express:**
   You will need the card number, expiry date and CVV/CVC/CID number.

2. **Online Banking:**
   You will receive a bill payment account number from the OUAC when you submit your application

Paying for Your Application

Payment Options

○ Credit Card (VISA, MasterCard or American Express)

Prepaid credit cards and VISA debit cards are not accepted.
Important: Do not click the "Back" button in your browser after you submit your credit card payment.

▷ More

○ Online Banking (Canadian banks and credit unions only). This process usually takes 2-5 business days.

▷ More

○ Western Union Business Solutions - GlobalPay for Students (Bank-to-bank transfer for international payments only)

▷ More

Continue

Once you choose yo[ur] method of payment and click "Continue", you will receive your OUAC Reference Number.

The OUAC cannot process your application without the application fee.

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Finishing

- On the "Complete" page, print the screen displaying your OUAC Reference Number (2019-XXXXXX) and further instructions. You will also receive an email.

- Store your OUAC Reference Number, as you will need to include this number when communicating with the OUAC and the universities.

Complete

█ ███ ████, your application has been submitted. Your OUAC Reference Number is: **2019-██████**.

Your application will be forwarded to your university choice(s) once the application service fee is successfully processed. **All fees are non-refundable**.

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Request a Temporary Password

Request a Temporary Password

To request a temporary password, enter your username. A temporary password will be emailed to you and will expire 1 hour from the time sent.

* Required field

* Username

Recover your username

* Email Address

Request a temporary password   Cancel

Need Assistance?

Read the "FAQ" section and the 101 Application Guide on our website at: www.ouac.on.ca/faq-application/101/.

Contact us:

OUAC
170 Research Lane
Guelph ON N1G 5E2

Telephone: 519-823-1063

Fax: 519-823-5232

Website: www.ouac.on.ca/ouac-101

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Other Important Information

- NIGHT SCHOOL/SUMMER SCHOOL/PRIVATE COURSES – ***IT IS YOUR RESPONSIBILITY TO KEEP US INFORMED***.
- LISTEN TO THE ANNOUNCEMENTS OR READ THEM IN THE ATRIUM ON THE T.V.
- PRINT OUT YOUR OUAC REFERENCE # ONCE YOU PAY.
- TOFEL – for students that have come from other countries outside of North America (make sure you leave enough time to have your test written and have test results sent to your post-secondary institutions)
- If you have a diploma from another country –apply to the 105 application (see your counsellor)