OUAC Ontario Universities' Application Centre

Ontario Universities Application Process October 25, 2021

How to Navigate www.ouac.on.ca

Dear Grade 12's,

Please follow our instructions below and **watch all videos** for the best experience applying to university. We suggest two steps:

Step One

- Please use two devices/screens
- Open **this** document and watch the **videos** on Screen #1
- We suggest using a laptop computer as Screen #2 for the 101 application via www.ouac.on.ca

Step Two

- If you experience difficulty, book an appointment with your guidance counsellor
- Please bring your laptop to the guidance appointment www.ouac.on.ca with your application page loaded

Let's Begin!

1. Watch Video #1 (https://youtu.be/NXEGeEyqe5w) - **please pause and take special care at these timestamps:**
   a. **0:41** Not to worry – everyone attending Ancaster High School is a 101 Applicant
   b. **1:32** Please use a personal e-mail address (Gmail, Hotmail, etc.). You will be communicating with OUAC over the summer when your HWDSB account access has been removed
   c. **2:52** Please enter 2022-06 for the Last Month of Classes
   d. **3:00** It's time to open the OUAC envelope given to you by your homeroom teacher on October 25!
   e. **3:36** You will be issued an OUAC Reference Number once your application is submitted. This number should be referenced any time you send an e-mail or call an Ontario university. Sometimes out-of-province universities will subscribe to OUAC and ask for your OUAC Reference Number – this saves you time and money as you won't have to courier a transcript!

2. Watch Video #2 (https://youtu.be/mOcnt6LcMDk) - **please pause and take special care at these timestamps:**

   a. **1:31** Please read the top of each university's page carefully. You will find up-to-the-second information here.
      i. Example: University of Toronto allows only one application per faculty per campus
      ii. Example: additional information on Engineering programs (marks "plus" programs)
      iii. Remember that some programs have mandatory supplemental information. Sometimes it's a good idea to submit supplemental information that is non-mandatory too.
         1. Example: Queen's University's Commerce program demands the PSE (Personal Statement of Experience) and the SE (Supplemental Essay) accompany your application to Commerce
         2. These documents could benefit your application to Queen's other programs too, even though it's not mandatory

   b. **2:05** You will be starting university in 2022 Fall (September). Remember, there is no need to apply to more than one "Subject of Major Interest" if they belong to the same program. The best way to check is by looking at the program code.
      i. Example: McMaster University's Life Sciences Gateway program is code **MLS** and underneath code MLS are several subjects of major interest *(Biochemistry, Medical & Biological Physics, Neuroscience, etc.)*
      ii. Applying to program code MLS once for Biochemistry and once for Neuroscience is a waste!
      iii. Students should make their "best guess" as a subject of major interest and change this later
      iv. Subject of Major Interest is a suggestion only – it helps the universities determine what students are coming to study! You are not locking yourself into a major

   c. **2:15** It is safe to select co-op. Most schools will post a higher admission average for the co-op version of their programs. If you do not qualify for the co-op version of their program, you are usually automatically considered for the regular program

   d. **2:42** Most universities don't care about their overall rank. We suggest placing your favourite programs highest
      i. Note: it **IS** important that you list multiple programs from the **SAME UNIVERSITY** in order of preference. Some universities will extend only ONE offer of admission (the highest ranked program at their school) and only consider you for the second choice if you don't qualify for the first
      ii. *University of Waterloo Engineering* allows only one program on your OUAC application. You will be able to select one additional Engineering program on your Admission Information Form (AIF).

        iii. **<u>McMaster University encourages students to apply three times</u>**. Rank does not matter here – they will extend you three offers of admission if you qualify for all three!

3. Watch Video #3 (https://youtu.be/B7RdKATHv5U) – **This is the most important portion of the application and where students make the most mistakes. Please pause and take special care at these timestamps:**
   a. **1:22** Make sure to check the box "my mailing address is the same"
   b. **2:08** There is no need to list the names of the actual school offering your e-Learning or summer school course. We will add grades that came from other schools to your OUAC profile for you. It is much easier to show OUAC that you have only one school issuing/uploading grades (Ancaster High)
      i. Most of us watching this video started school in 2018-09 (September, 2018) and will finish school in 2022-06 (June, 2022)
      ii. Our school's official name in this field is not "Ancaster High". It is something like "Ancaster High & Vocational Institute". No need to worry when selecting this!
   c. **2:38** Document upload is rarely used. Most students who need to provide their university with documentation *(Additional Information Form, Personal Statement of Experience, etc.)* will upload to the university's website directly once they receive their welcome e-mail. This welcome e-mail will contain a student number and password for logging into the school's student portal. McMcaster's student portal is called Mosaic and Queen's University's student portal is called SOLUS, for example.
   d. **2:55** For the Other Additional Information section: here are the answers to the questions for most of us, in order:
      i. 4 years of secondary school
      ii. 14 years of school total (JK, SK, then grades 1-12)
      iii. Not Applicable for most of us
      iv. We do not offer AP exams
      v. IB students should identify themselves as such
   e. **3:10 <u>Please review your grades! This is critical!</u>**
   f. **4:30** DON'T CLICK VERIFY AND AGREE unless you have your parents' credit card nearby. Your application will be locked until you pay for your application
   g. **4:42** We recommend using a credit card to pay – it's the quickest and allows you to return to your application

       h. **5:17** Your **OUAC Reference Number** is extremely important. You will be asked to quote this whenever you call or e-mail the universities. Students applying to out-of-province universities will find that many schools in Canada subscribe to OUAC and can obtain your grades via the OUAC Reference Number (i.e. McGill, UBC, etc.)

4. After you have completed Steps 1 – 3, it is a good idea to watch OUAC's final two videos on making changes, adding/withdrawing programs, and responding to offers of admission:
   a. Video 4 is here (How to Edit Your Completed Application): https://youtu.be/NPXdVqADW6M
   b. Video 5 is here (How to Respond to an Ontario University Offer): https://youtu.be/QGq9dEVqGVk

Fees

- There is a minimum charge of $150 for three programs
- Each additional program is $50 each
- If students change a program within the same university, there is no additional charge
- OUAC is now collecting mandatory supplemental fees that some universities collect