

My OEN #: \_\_\_\_\_

## OCAS Application Procedure for Ontario Colleges

**February 1, 2025**, is the deadline for equal consideration. After this date applications are still processed, but are considered on a first-come, first-served basis. We recommend students apply early!

### Before you apply, you will need to:

- **RESEARCH:** The first step in applying to college is to research the programs and colleges available to you. If you have not already decided what programs you are applying to, you can:
  - See the OCAS [College Map](#) to find a campus near you.
  - Browse the OCAS [Find a Program](#) tool to see all college programs offered in Ontario.
  - Visit [college websites](#) for more details about their programs and [admission requirements](#)
  - Attend a [college recruitment](#) event to meet college representatives
  - Check that you have the prerequisite courses, etc. that are needed for your chosen programs. Check for the start date of your program and campus location. More information can be found on the Ontario Colleges websites, college calendars and websites.

### **Responsibilities of the Student:**

- A valid email account to create an account with ontariocolleges.ca and begin your college application. Check this email account regularly – correspondence comes from the colleges and OCAS via email.
- Keep OCAS informed of changes to your personal information and college/program selections through the online system. Remember your username and password. We do not have a record of this.
- Complete program prerequisites and diploma requirements (40 hours community involvement, literacy requirement, 30 credits) by June 2024.
- Verify that all information provided to OCAS is accurate and up to date throughout the year.
- Report any errors/problems with OCAS to your guidance counsellor or Mrs. Anderson as soon as possible.
- Your Ontario Education Number (OEN). This is a 9-digit number and is found on your report card.
- Your Social Insurance Number (SIN)
- Your correct address and postal code
- Your choice of programs to maximum of five with no more than three programs at any one college
- List choices in order of preference for statistical purposes only! Colleges will give equal consideration to all program choices.
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Choice	College Name	Campus	Program Title	Start Date
1				
2				
3				
4				
5				

- A VISA or MASTERCARD number, including expiry date if you plan to pay online. **For programs starting August 2023 to July 2024**, the application fee is **\$110 CDN**. **For programs starting August 2024 to July 2025**, the application fee is **\$125 CDN**. **Fees are non-refundable.**
- If you mail a certified cheque or money order, Make the certified cheque or money order payable to 'ontariocolleges.ca' and be sure to include your 9-digit application number as well.

## **READY TO APPLY? Steps for the application process:**

- **[www.ontariocolleges.ca](http://www.ontariocolleges.ca)**
- From the Home Page, select the **Apply** button on the top right side of the page.
- There is an option to apply as a **Canadian Applicant** (if you are a Canadian citizen or permanent resident of Canada residing inside or outside of Canada) or as an **International Applicant** (if you are a citizen of another country and do not have permanent residency status in Canada).
- Click APPLY NOW/LOGIN. You will be able to create an account and start your application. Remember your username and password.
- Click "I agree to the terms and conditions."
- Check your email account for a message to activate your application.
- Login, review and accept the privacy statement.
- Complete all areas of the application.
- Remember/print the application number for future reference.
- Academic/transcript information is sent to OCAS automatically by the school.
- Log back into your account regularly to check your offers of admission.
- Confirm your acceptance through this account by May 1, 2024. (or the specified deadline of the College) 13.
- Log back in to verify your transcript information, or to **make changes or updates to your application**. (Changing your program choices after February 1 may affect your chances of receiving an offer, as applications will be considered first-come, first-served.)
- Log back in after February 1 to view and **confirm offers of admission**.

## **KEY DATES:**

- October: In early October, access to the online college application becomes available for programs beginning in the following academic year (August to July). You may create an account and **[begin your application](#)**.
- February 1: Equal Consideration Date - apply to highly competitive programs on or before this date.
- February 1: Colleges may begin sending offers of admission.
- May 1: Deadline to confirm offers of admission. 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 payment due.

***Remember that Nora Frances Henderson will submit grades on your behalf electronically to OCAS. You should log in to the account after February 1<sup>st</sup> to ensure all grades and transcript information is correct! See us in Student Services if you have any questions!***