COLLEGE APPLICATIONS CHECKLISTS 2022-2023

Before Applying:

1. RESEARCH! Know which schools, programs, etc. to which you will be applying. You may select up to five choices with no more than three choices at any one college.
2. 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.
3. You do not need a PIN to apply, PINS are for university applications. You will need your OEN/Student number.

Responsibilities of the Student:

- Have a valid email address and check 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 2023.
- **Verify** that all information provided to OCAS is accurate and up-to-date throughout the year.
- **Report** any errors/problems with OCAS to Ms. Susi as soon as possible.
- **Deadline** for changes – February 1, 2023.
- Application **fee** must be paid before OCAS will process your application
    - Credit card/electronic banking
    - Money order/certified cheque – payable to "Ontario College Application Services"
    - Fee for 5 college/program choices = $110

Check out this website **before** you apply: www.ontariocolleges.ca.

Choice	College Name	Campus	Program Title	Start Date
1				
2				
3				
4				
5				

Steps for the application process:

1. Go to www.ontariocolleges.ca.
2. Click on "Apply Now", "Create an account", and complete all fields, asterisk (*) fields must be completed.
3. **REMEMBER your username and password**.
4. Click "I agree to the terms and conditions".
5. You will need your OEN (9 digit number) to apply. You can find this on a report card.
6. Check your email account for a message to **activate** your application.
7. Login, review and accept the privacy statement.
8. Complete all areas of the application.
9. Remember/print the application number for future reference.
10. Academic/transcript information is sent to OCAS automatically by the school.
11. Log back into your account regularly to check your offers of admission. Report any errors to Ms. Susi.
12. Confirm your acceptance through this account by May 1, 2022. (or the specified deadline of the College)
13. See a Guidance Counsellor if there are any questions/concerns through this process.

Last names   A-H (Ms. Susi)   I-P (Mr. Scocchia)   Q-Z (Ms. Sandoval)