



Applying Online to Ontario's Universities

OUAC 101 Online Application for Ontario
Secondary School Students

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

Checklist

Before using the OUAC 101 Online Application, you will need:

- a PIN (Personal Identification Number)
- a school number
- a student number
- a list of your researched options



Step 1: Your OUAC Access Codes

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

- PIN (Personal ID#)
- School Number
- Student Number

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

These numbers will allow you to access your
OUAC 101 Online Application.

Step 2: Research Your University Options

- ❑ Visit eINFO (www.electronicinfo.ca), to see what each university has to offer. Read the *eINFO* bulletin.
- ❑ Read the *OUAC 101 Instruction Booklet* as well as the 101 Addenda (both available at www.ouac.on.ca/ouac-101/) to get the most 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.

You can use the *Fast Track* option when you know the OUAC program code.



Step 3: Mark Your Calendar

October/November 2011: Schools distribute Access Code Letters for the OUAC 101 Online Application.

January 11, 2012: Latest date to submit completed online applications to the OUAC.

February 7, 2012: Recommended last day to make changes to your application.

May 29, 2012: Date by which the universities must respond to your application for admission.

June 1, 2012: Earliest date by which the universities may require a response to offers of admission and a financial commitment.




Paying for Your Application

You have the following three options:

1. **VISA / MasterCard / American Express:**
You will need the card number, expiry date and the cardholder's name.
2. **Online / Telephone Banking:**
You will receive an account number from the OUAC as soon as you submit your application.
3. **Cheque / Money Order:**
You must send the cheque or money order by mail within two weeks of submitting your online application.

Let's Get Started!

Application 101	Ontario Universities' Application Centre
	
Application Links	<p>> Main</p> <p>This application may be used to apply for admission to undergraduate study for entry points in 2011 only (January through September).</p> <p>You should use this application if:</p> <ul style="list-style-type: none"> • You are taking courses during the day at an Ontario Secondary School (this includes students returning for second semester and graduated students returning to upgrade one or more courses) and have not, at some point, been out of secondary school for more than seven consecutive months. • You will have received or expect to receive your Ontario Secondary School Diploma (OSSD) with six 4U/M courses at the end of the current year. • You are not currently registered at a postsecondary (college/university) institution. • You have not completed one academic year or more of postsecondary education. • You are applying to a diploma program or a first-year degree program at an Ontario university. <p>If you do not meet all of the above criteria, please see your guidance counsellor for assistance.</p> <p style="text-align: right;">Only one application is permitted per cycle. All application fees...</p>
Help Links	
<p>You are not logged in.</p> <ul style="list-style-type: none"> • Account • Browse Programs 	
<ul style="list-style-type: none"> • About 101 • Application Information • Offers of Admission • OUAC and Privacy • Applicant Responsibilities • Contact Information • Home 	

You will access the online application at:
www.ouac.on.ca/ouac-101/

Navigating OUAC 101

Application 101

You are logged in as
OUAC01
123456789012
Last visit:
2011-06-20
10.21.04

Application Links


- Main
- Account
- Browse Programs
- > My Application

Help Links

- About 101
- Application Information
- Offers of Admission
- OUAC and Privacy
- Applicant Responsibilities
- Contact Information
- Home

This navigation bar runs down the left-hand side of each screen of the online application. Just click on a heading to see your options.

Problems navigating?

 [Help](#)

See the **Help** links at the top right of almost every application screen.

Logging in to OUAC 101

Application 101	Ontario Universities' Application Centre										
	Undergraduate Application for Current Ontario Secondary School Students										
Application Links	<p>> Account</p> <p>> Log In</p>										
Help Links	<p>NOTE: Offers of admission are updated once daily between 2 and 3 a.m. Monday through Saturday.</p> <p>Please note: By clicking on the "Log in now" button below, you are accepting the following terms and conditions:</p> <ol style="list-style-type: none"> 1. Your personal information will be stored on the OUAC site for your continued use, and will be accessible to you until you submit the application. 2. If you do not submit an application from this account, your entire account and all related personal information will be destroyed and/or deleted in September 2012. 3. Only OUAC personnel will have access to this information, in order to respond to your questions during the application process. 4. Only you may assume/handle your personal account or application. 5. Your user ID and/or OUAC Reference Number and password are not valid for any other current year or future applications. <p>Please review the "Declaration and Notice of Collection, Use, Disclosure and Treatment of Your Personal Information Provided as Part of Your Application". If you submit this application, you will be required, at the time of submission, to accept the terms and conditions in this statement.</p> <p>Your account is your own personal application file on this site. Use your access codes to log in. Access information can be obtained from your guidance office.</p>										
About 101											
Application Information											
Offers of Admission											
OUAC and Privacy											
Applicant Responsibilities											
Contact Information											
Home											
	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">Using your Application Access Code Letter:</td> <td style="width: 50%;">Already submitted your application?</td> </tr> <tr> <td>School Number <input type="text"/></td> <td>OUAC Reference Number <input type="text"/> ?</td> </tr> <tr> <td>Student Number <input type="text"/></td> <td>PIN / Password <input type="text"/></td> </tr> <tr> <td>PIN / Password <input type="text"/></td> <td></td> </tr> <tr> <td>Forgot your PIN? See your guidance office.</td> <td>Forgot your password?</td> </tr> </table> <p><input type="checkbox"/> I understand that on the last screen of the SUBMIT process I will receive one of the following:</p> <ul style="list-style-type: none"> • an OUAC Reference Number upon submission of my original application with payment <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> • a CONFIRMATION NUMBER upon successful submission of all changes including responses to offers of admission <p style="text-align: center;"><input type="button" value="Log in now"/></p> <p>Browser Support: Microsoft Internet Explorer 8 and 9, Mozilla Firefox 4.x, Apple Safari 5 (Mac only), and the current version of Google Chrome. For more information on browser compatibility, please read our browser support page.</p>	Using your Application Access Code Letter:	Already submitted your application?	School Number <input type="text"/>	OUAC Reference Number <input type="text"/> ?	Student Number <input type="text"/>	PIN / Password <input type="text"/>	PIN / Password <input type="text"/>		Forgot your PIN? See your guidance office.	Forgot your password?
Using your Application Access Code Letter:	Already submitted your application?										
School Number <input type="text"/>	OUAC Reference Number <input type="text"/> ?										
Student Number <input type="text"/>	PIN / Password <input type="text"/>										
PIN / Password <input type="text"/>											
Forgot your PIN? See your guidance office.	Forgot your password?										

To begin:

Log in to your online application account using your confidential access codes provided by your guidance counsellor.

Selecting Your Program

Not sure where to apply?

Use the various "Search Options" provided.

The screenshot displays the OUAC website interface. At the top, the header reads "Ontario Universities' Application Centre". Below this, the page title is "Undergraduate Application for Current Ontario Secondary School Students". A navigation bar includes a "Log Out" button. The main content area is titled "> Browse/Select Programs" and contains the following text: "You may browse through program information using one of the starting points listed below: **FastTrack:** If you have done your research and know exactly which program codes you wish to list on your application, click [here](#) to enter the codes." Below this, the "Search Options:" section lists three options, each with a checked checkbox: "By University", "By Geographic Area", and "By Program Grouping". A blue callout box with a pointer to the "Search Options" section contains the text "Your search options!".

Application 101	Ontario Universities' Application Centre
	Undergraduate Application for Current Ontario Secondary School Students
	> Browse/Select Programs Log Out
You are logged in as OUAC01 123456789012 Last visit: 2011-06-20 10.21.04	You may browse through program information using one of the starting points listed below: FastTrack: If you have done your research and know exactly which program codes you wish to list on your application, click here to enter the codes.
Application Links <ul style="list-style-type: none">· Main· Account> Browse Programs· My Application	Search Options: <ul style="list-style-type: none"><input checked="" type="checkbox"/> By University<input checked="" type="checkbox"/> By Geographic Area<input checked="" type="checkbox"/> By Program Grouping
Help Links <ul style="list-style-type: none">· About 101· Application Information· Offers of Admission· OUAC and Privacy· Applicant Responsibilities· Contact Information· Home	

Your search options!

The Fast Track Option

To use the *Fast Track* option, enter your OUAC program codes: one per box.

Ontario Universities' Application Centre

**Application
101**

**Undergraduate Application for Current
Ontario Secondary School Students**

You are logged in as
OUAC01
123456789012
Last visit:
2011-06-20
10.21.04

Application Links

- Main
- Account
- > Browse Programs
- My Application

Help Links

- About 101
- Information
- Admission
- Privacy
- Facilities

> **Browse/Select Programs** Log Out

> FastTrack

[? Information on the fee structure](#)

Enter your program codes in the empty boxes below then click on the 'Continue' button when finished. You can revisit this screen to add additional programs any number of times.

Note: You can have no more than three program selections at one university. Some universities may further limit the number of choices to which you may apply. Up to 58 program choices are permitted. All fees you submit to the OUAC are **non-refundable**. Please consider your university/programs carefully!

For the initial three university/program choices there is a fee of \$CDN 125.00

For each active choice beyond the initial three there is a fee of \$CDN 42.00/choice

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<input style="width: 30px; height: 20px; border: 1px solid #ccc;" type="text"/>	<input style="width: 30px; height: 20px; border: 1px solid #ccc;" type="text"/>	<input style="width: 30px; height: 20px; border: 1px solid #ccc;" type="text"/>	<input style="width: 30px; height: 20px; border: 1px solid #ccc;" type="text"/>	<input style="width: 30px; height: 20px; border: 1px solid #ccc;" type="text"/>	<input style="width: 30px; height: 20px; border: 1px solid #ccc;" type="text"/>	<input style="width: 30px; height: 20px; border: 1px solid #ccc;" type="text"/>	<input style="width: 30px; height: 20px; border: 1px solid #ccc;" type="text"/>	<input style="width: 30px; height: 20px; border: 1px solid #ccc;" type="text"/>	<input style="width: 30px; height: 20px; border: 1px solid #ccc;" type="text"/>
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Enter OUAC program codes here.

Once You've Selected a Program:

Complete the program details requested for *each* program selected.

Ontario Universities' Application Centre	
Application 101	Undergraduate Application for Current Ontario Secondary School Students
	Log Out
You are logged in as OUAC01 123456789012 Last visit: 2011-06-20 10.21.04	> Browse/Select Programs
Application Links · Main · Account > Browse Programs · My Application	> By University > University of Guelph > Applied Human Nutrition
Help Links · About 101 · Application Information · Offers of Admission · OUAC and Privacy · Applicant Responsibilities · Contact Information · Home	<input checked="" type="checkbox"/> Admission Requirements ? Help
	<ul style="list-style-type: none">• Bachelor of Applied Science (BASc) <p>SPECIFIC PROGRAM ADMISSION REQUIREMENTS (OSS):</p> <ul style="list-style-type: none">• ENG4U, SBI4U, SCH4U, one 4U math and two additional 4U or 4M credits. Applicants must SBI4U and SCH4U.
	Complete the details requested below.
	Program Details
	Institution University of Guelph
	Program Code GS
	Program Title Applied Human Nutrition
	Expected Date of Enrollment 2012 Fall (September)
	Full-time or Part-time <input checked="" type="radio"/> Full-time <input type="radio"/> Part-time
	Year Code First Year
	Previous Year Applied Choose a year (if applicable) <input type="button" value="v"/>
	Residence Information Required <input type="radio"/> Yes <input type="radio"/> No
	<input type="button" value="Add Program"/>
	Visit University of Guelph

Click on the **Help** link at any time for more information.

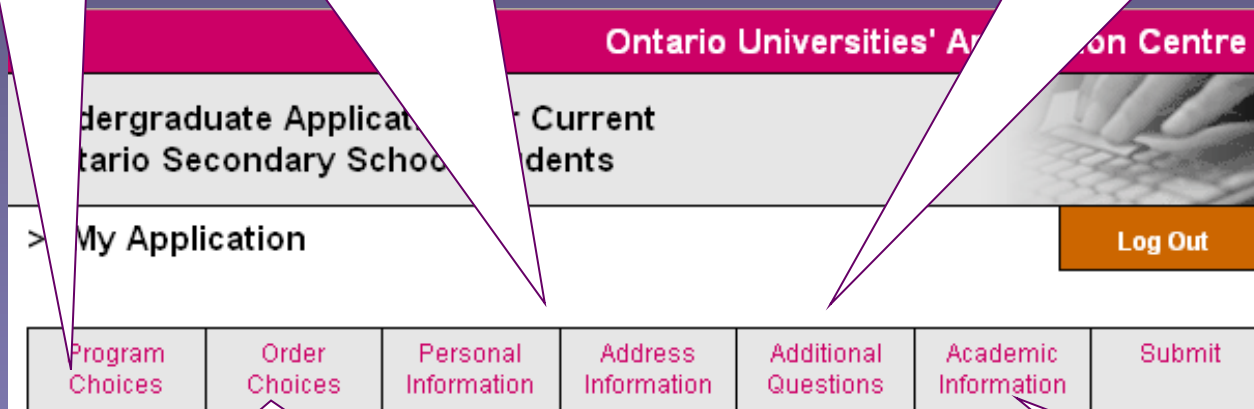
The Final Steps

Once you've selected your programs, you're ready to prepare and submit your application following these six steps below:

1. Review the programs that you have selected.

3. & 4. Your school may have already provided much of this data. Check it for accuracy and make changes where necessary.

5. The universities require you to answer nine questions. (Don't worry — they're easy!)



2. Number your choices in order of preference. This doesn't affect admission or scholarships unless the university specifies this in their literature.

6. Review and report errors to your guidance office.

Academic Information

Please report errors to your guidance counsellor.

Program Choices	Order Choices	Personal Information	Address Information	Additional Questions	Academic Information	Submit
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[? Help](#)

Your academic data has been provided to the OUAC by your secondary school and is displayed below for your review. You cannot make changes to your academic information. If changes are required, you must inform your secondary school guidance counsellor. **If there is no information listed on this page, please submit your completed application, and contact your guidance counselor.**

Do not be concerned if there are no Grade Nine or Ten courses listed. The universities request that only senior level courses (Grades 11,12 and OAC) be reported to the OUAC.

If you are applying after June and cannot contact your guidance counsellor or school official, **you are responsible** for ensuring that you forward an original, official final transcript to the OUAC for data input. This data will then be added to your file **after** you have submitted your application. You should also contact the universities to which you have applied informing them that an official final transcript has been submitted to the OUAC. Universities may also request that photocopies be sent to them directly.

School Information

School Mident Number OUAC01

School Name School Name Not Found

Diploma status Already Achieved

OSSD Issue Date 2011-08-01

Secondary School Literacy Requirement Completed in English

Community Involvement Completed

Highest Level of Education

Specialist High Skills Major complete? Yes

Specialist High Skills Major (SHSM) Program Transportation

This screen is "read-only".

The above fields may be updated by your guidance counsellor during the school year (if applicable), along with your grades information.

Course Information (click on the code for full details)

Course Code	Completion Date	Credit Value	Midterm Mark	Final Mark
AAT4M	2011.06	1		81
ENG4U	2011.06	1		83
MCB4U	2011.06	1		88

Submitting Your Application

Application 101	Ontario Universities' Application Centre						
	Undergraduate Application for Current Ontario Secondary School Students						
You are logged in as OUAC01 123456789012 Last visit: 2011-06-20 10.21.04	> My Application Log Out						
	> Submit: Verification and Payment						
Application Links	Program Choices	Order Choices	Personal Information	Address Information	Additional Questions	Academic Information	Submit
Help Links	<div style="background-color: #e1bee7; padding: 10px; border: 1px solid #ccc;"> Once you click "Submit", you will verify all the information on your application. Print it for your records. To make changes, return to the specific application steps. </div>						
<ul style="list-style-type: none"> · Main · Account · Browse Programs > My Application 	<div style="border: 1px solid #ccc; padding: 5px; display: inline-block;"> I Verify and Agree </div> <div style="border: 1px solid #ccc; padding: 5px; display: inline-block; margin-left: 20px;"> Click here to proceed to the payment screen. </div>						
<ul style="list-style-type: none"> · About 101 · Application Information · Offers of Admission · OUAC and Privacy · Applicant Responsibilities · Contact Information · Home 							

Payment

**Application
101**

Ontario Universities' Application Centre

**Undergraduate Application for Current
Ontario Secondary School Students**

> My Application

- > Submit: Verification and Payment
- > Payment

Log Out

You are logged in as
 UACS70
 123456789012

Program Choices	Order Choices	Personal Information	Address Information	Additional Questions	Academic Information	Submit
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[? Help](#)

To complete the payment and to proceed with the application process, you must:

1. Select a payment method
2. Submit the application by clicking on the "Finish" button at the bottom of the page.

You will receive an OUAC Reference Number once your application has been successful.

Payment

All fees are non-refundable. Please check your program selections carefully. Be sure before submitting a second application.

The total cost of this application is **CAH\$125.00**

Please note that your application will not be forwarded to the university or universities until your payment has been received by the OUAC. Partial payments will not be accepted.

Credit Card

The OUAC accepts MasterCard, VISA or American Express for the payment of application fees for online applications. If the credit card is declined or invalid, the application will not be processed. Please note that prepaid credit cards are not valid for online payments.

Payment method Credit Card (VISA, MasterCard or American Express)

Important: CVV is required [? Help](#)

Processing of all credit card transactions will be directed to MiraPay, a secure third party transaction processing site, once you have clicked the "Finish" button below. After your credit card transaction is complete, you will be redirected back to your application. A copy of your credit card transaction will be sent to the email address you have provided.

[MiraPay Terms & Conditions](#)

OR

Online or Telephone Banking

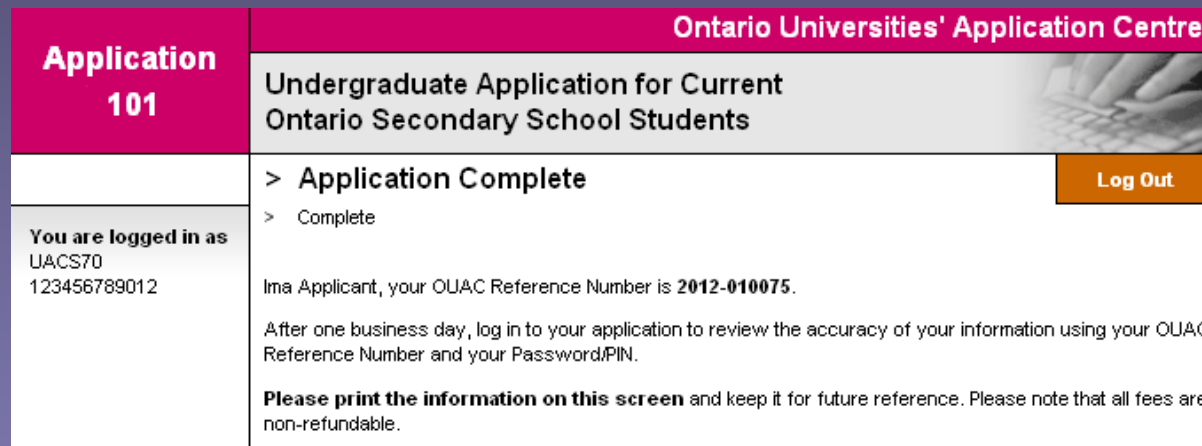
Applicants may pay using online or telephone banking through selected Canadian banks and credit unions. This payment service is offered through a bank's website or telephone banking department. Applicants should contact their bank for further information.

Once you have chosen your method of payment and clicked on the "Finish" button, you will immediately receive an OUAC Reference Number.

The OUAC cannot process your application without the application fee.

Finishing Up

- Print the screen displaying your **OUAC Reference Number (2012-XXXXXX)** and further instructions; it's the screen right after the final "Submit" step.



The screenshot shows the 'Application Complete' screen for the Ontario Universities' Application Centre. The page has a red header with the text 'Ontario Universities' Application Centre'. Below the header, it says 'Undergraduate Application for Current Ontario Secondary School Students'. The main content area is white and contains the following text: '> Application Complete', '> Complete', 'You are logged in as UACS70 123456789012', 'Ima Applicant, your OUAC Reference Number is 2012-010075.', 'After one business day, log in to your application to review the accuracy of your information using your OUAC Reference Number and your Password/PIN.', and 'Please print the information on this screen and keep it for future reference. Please note that all fees are non-refundable.' There is a 'Log Out' button in the top right corner.

- Store your **OUAC Reference Number and PIN** in a safe place. You will need them to log back into your application to review your information, make changes to it, and respond to offers of admission.



Need Assistance?

Read the Common Questions and other helpful information on our website at www.ouac.on.ca/ouac-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/