

# University On-Line Application Process for Current HT Students Applying for 2025 - 2026

**Cost: \$156 to apply to 3 university programs  
\$50 for each additional program - Limit of 3 programs per individual university**

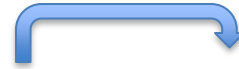
**Deadline to apply: January 15, 2025**

<https://www.ouac.on.ca/videos/how-to-videos/>

Go to [www.ouac.on.ca](http://www.ouac.on.ca)

**BEFORE** you click on “APPLY NOW” check out information under the first two tabs

- ✓ Key Dates and Deadlines
- ✓ Fees, Application Instructions and Responsibilities
- ✓ Frequently Asked Questions
- ✓ How to Videos
- ✓ Resources for Collaborative programs, Midwifery, Nursing
- ✓ Link to Ontario Universities




Planning  
for University

Undergrad  
Applicants

Click **APPLY NOW** (top left)



Once you've decided which programs you're interested in, it's time to start your application to Ontario's universities.

Apply Now 

To log in for the first time:



- Click **Create Account**
- Fill in required fields
- Enter an email address that is current and correct – **Use personal address not school email.**
- **Once you have done this, you MUST check your email and verify your email address**

**Note: If you do not receive an email go to Contact Details and click ‘Resend Verification Email’**

- Create a username that is easy to remember
- Create a password: Between 7 and 30 characters
- Read the terms and conditions, click ‘I have read and agree’
- Click ‘**Create My Account**’

Create My Account

You are applying to the **UNDERGRADUATE** programs.

 Undergraduate 

Read the reminders, then click ‘CONTINUE’

Now you are at the HUB.  Before you click ‘Start Application’ note that the HUB will be your future go-to page.

HUB

Note the helpful tabs & the Application Status bar on the RHS, then click ‘GET STARTED’

Complete **PERSONAL INFORMATION** Section

- Fill out The Basics Page, click **NEXT**
- Fill out the Citizenship & Language Page, click **NEXT**
- Complete the Applicant Diversity Census, click **NEXT**
- Complete the Contact Details, click **NEXT**

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- Complete the Education Section, click **NEXT**
  - Have you attended a postsecondary institution? **NO**
  - Choose your high school – Be sure to choose **Holy Trinity Catholic High School, Simcoe**
  - Highest Year Level Achieved – **Grade 12**
  - Diploma Type – **OSSD**
  - Click '**ADD INSTITUTION**'
- If you have attended another high school, click + **High School** and add it
- If HT is the only high school you have attended, move on to **TELL US MORE**,
  - Click "**ADD OTHER INFORMATION**"
- You will require your OEN \_\_\_\_\_
- When complete, click **NEXT**

### Complete the MY CHOICES Section

- This is where you choose your programs
- Click + **Add Program**. You can search by Name of School, Geographic Area, or by Program Code
- Note the links to valuable information
- Click **NEXT**
- Read the important information about that university BEFORE scrolling down to choose program.
- Click on your **Program of Choice**. Read information and click **SAVE PROGRAM**
  
- For each additional choice click +**Add Program** and repeat above instructions
- Once you are happy with the program choices, arrange them in the *order you prefer*
- Click **SAVE**


**Note:** You will see your academic information (Grades) here - 2 business days after submitting application.

Click **NEXT**

### Document Upload

- Documents to support your application can be uploaded here. This section is not mandatory. You may or may not have additional documentation- read the list to see. Click **NEXT**

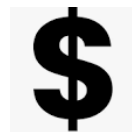
### Review and Payment

- To review, you will need to click on the (eye) icon  on the RHS of each section.
- Once reviewed click **CONTINUE**

### Declaration – THIS IS VERY IMPORTANT – DO NOT WASTE YOUR MONEY



• Once you review all the information and know it is accurate, read the applicant's declaration. **BEFORE** you verify, be sure you have the *correct University Choices, Program Choices & Campus Location!!!*



- Once you click **VERIFY**, you will have to **pay more \$\$\$** to change program choices.
- Once you are sure - click '**I verify and agree**' to proceed to payment.

### Payment and Submit

Acceptable forms of payment include credit card and online banking. Once you have successfully submitted your application, you will receive an **OUAC reference number**.

Note your **Account Number** – as it will be required for Online Banking.  
Note your **Reference Number** - Record in notes or take a picture of it.