The **OUAC** is an acronym for Ontario Universities Application Centre. It is a centralized processing office for applications to undergraduate admission to the Universities of Ontario. It is located in Guelph, Ontario and receives and processes applications and transfers the information to the universities that applicants have selected.

**Note** the OUAC does not make admission decisions. That is the responsibility of the universities.

**Application: (OUAC 105)**

* You will complete the OUAC 105D application if you:
* Currently reside in Canada (Canadian citizen, permanent residents) or those currently studying in Canada on a study permit or another visa- OR
* Are a Canadian citizen or a permanent resident living elsewhere (not from Canada) AND
* Are not currently attending an Ontario secondary school in a day program.
* 105D Online Application
* For new applications, applications in progress and completed applications.
* Applicants please note: The online application will be unavailable during nightly backups, from 2:00am ET to approximately 7:30am ET.

To apply to a university you must apply online by logging onto [www.ouac.on.ca/ouac-105/](http://www.ouac.on.ca/ouac-105/) or complete the enclosed application form. Detailed instructions and a “Help” section are also available on the website.

The application deadlines depend upon the university you apply to as well as the program you choose, this application can be used for entry points in January/February (Winter), April/May (Spring), July (Summer), and September (Fall).

It does not matter how you number your university or program choices. Whether you list a university or specific program as first, second, third or other choice is not usually a factor in the universities’ admission decisions.

Someone else may accept an offer of admission on your behalf. You may designate a person other than yourself to sign admission documents on your behalf. You must provide the full name and relationship of this person to you in the “Authorized Contact” section of the side two of the application or online under the “Personal Information” section. Please note that enquiries about your application may only be made by the applicant.

**How to apply?**

**Step 1: Research your university selections
 Check out university publications and websites
 Browse programs online – ensure you meet the pre-requisites’
 Review the 105 instruction booklet 2014 (PDF) and review the addenda pare for important updates.
 Record program choices of interest including their OUAC codes.
 Make note of all admission requirements and program specific deadlines.**

**Step 2: Applying
 Create a 105D account or a 105F account. If you’re not sure what account to create, read about the difference between the 105Dand the 105F online applications.
 Complete all selection of the application
 Review program selections of the application
 When ready, submit your application with payment.
 You will immediately receive an OUAC reference number. Record this number and keep it in a safe place. This number along with your password will be required for future access to your application and to respond to university offers of admission.**

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**Transcripts/Supporting Documents**

A transcript is a record of your academic performance at an education institution. Normally, a transcript is considered official if it is produced by and bears the seal of the institution that issues it. Universities will not normally accept unofficial photocopies.

* Postsecondary institutions require that the student provide written authorization to release a transcript and most will charge an issuing fee.
* Please do not forward transcripts or other supporting documents to the OUAC as it is not able to forward these transcripts to your selected universities or return them to you.

**After Applying…What’s Next?**

* **ACCESS your online application to review and change your application.**
* **AFTER ONE BUSINESS DAY, log into your application to verify the details of your submitted and paid application and make any necessary changes.**
* **ENSURE SPAM filters are set to accept email for the OUAC and the universities to which you have applied. Email is the primary mode of communication between the universities, the OUAC, and applicants.**
* **The UNIVERSITIES WILL ACKNOWLEDGE receipt of your application.**
* **All university required supporting documents are to be sent directly to the university not to the OUAC.**

[**http://www.ouac.on.ca/ouac-105/105-info**](http://www.ouac.on.ca/ouac-105/105-info%20)