

UNIVERSITY/COLLEGE APPLICATION CHECKLIST

Use this checklist as a guide to applying to university/colleges!

STEP 1: BEFORE APPLYING

- ☐ Create a timeline for your Grade 12 school year – ensure you know what you need to do each month! [Useful Resources: University/College Application Timeline](#)
- ☐ Decide your fields of interest and future career path. [Useful Resources: Rosedale Career Pathways](#)
- ☐ Select the academic programs. [Useful Resources: Popular Program Resources](#)
- ☐ Create a list of Post-Secondary Institutions you would like to apply. [Useful Resources: Map of Canadian Schools; 4 Questions to Ask Yourself When Choosing a School; Maclean's Education Hub](#)
- ☐ Talk with your guidance counsellor and parents for advice and to finalize your program and school list.
- ☐ Check application deadlines and admission requirements for each program. [Useful Resources: OntarioUniversitiesInfo](#)
- ☐ Register for language and academic tests (IELTS, TOEFL, SAT/ACT, etc.), if required.



STEP 2: SUBMITTING YOUR APPLICATION

- ☐ Go through the detailed application guides and understand how to submit applications to schools in various countries. [Useful Resources: How-to-apply guides](#)
- ☐ Set up your applicant account, collect personal information and required documents, which may include:
 - Personal ID, Contact Information. Academic Background (transcripts), Personal Statement, Teacher's Reference (if required), Application Fee. [Useful Resources: How to Write a Great Supplementary Application](#)
- ☐ Submit applications before deadlines.

STEP 3: AFTER APPLYING

- ☐ Check your email to receive application submission confirmations from your applied schools.
- ☐ Log into each university's applicant portal and check the "to do list" or "required document list".
- ☐ Frequently check the application status on the applicant portal and ensure all required tasks or documents are submitted before deadlines.
- ☐ Search for scholarships, and submit scholarship applications.
- ☐ Apply for student residence before deadlines.

STEP 4: AFTER ADMITTED

- ☐ Carefully read the conditional offer letters and go through all the conditions listed.
- ☐ Make a decision after evaluating your options and accept the school offer through OUAC, UCAS, CommonApp, or the school's application portal.
- ☐ Satisfy all conditions (earn OSSD, meet the overall average score and English language proficiency requirement, etc.) and pay tuition deposit before deadlines.
- ☐ Apply for the international student visa.
- ☐ Celebrate and get ready for your life after high school!