



St Stephen Catholic Secondary School

Guidance Department

Grade 12 To-Do List

Pursuing post-secondary education is exciting and sometimes overwhelming too. It can be the most valuable decision of your life. This month-by-month to-do list will help to ensure a smooth transition to your post-secondary choices.

SEPTEMBER:

■ Prerequisites

Make sure you have taken or are taking all the prerequisites you need in order to be accepted into the program for which you are interested.

■ Visit www.electronicinfo.ca (University bound students)

You can use this site to compare programs and degrees, find information about universities, admission requirements, search for scholarships, see entering averages, and much more. This site is a MUST for any student choosing to go to University.

■ Visit www.ouac.on.ca (University bound students)

The OUAC website provides a wealth of information statistically.

■ Visit www.ontariocolleges.ca (College bound students)

Find out more information regarding colleges, programs, financial aid, etc.

■ Visit ontransfer.ca (Diploma to degree)

Find out how you can go to university once you've graduated with a college diploma.

■ Visit www.tradeability.ca or www.apprenticesearch.com

To find out more about the trades and how to get connected with a journey person

■ College/University Liaison Presentations

All post-secondary institutions have valuable websites. Be sure to check them out before you attend a presentation and comprise a list of questions for the representative. If you do not have questions, other students may be asking relevant questions.

****You need to sign up in Guidance to attend university/college presentations **** (A max of 5). If more are needed please speak with Ms. LaRonde.

■ Start a Post-Secondary Portfolio Organizer

Having a place to organize everything will help keep all the information you gather together in one handy place and puts you on the right track to making this process smoother.

■ Prepare a Design Portfolio

If you are hoping to pursue an Arts or Design career, look into preparing your portfolio. OCAD has portfolio days where experts critique and give you advice on your portfolio. Visit www.ocad.ca for more information.

■ Start Researching Scholarships

If you haven't started researching scholarships, now is the time to begin. Check out the financial aid package from Guidance, our School Website, and check the 2 red binders in guidance.

■ Reference Letters

Ask teachers, employers, coaches or any other appropriate person to write a letter of recommendation for any scholarships to which you want to apply and keep a copy of that letter in your portfolio. Give them an updated resume and provide references to help them write the reference letter.

Give them at least a week's notice!

■ Volunteer Experience

If you have not already done so, start volunteering at placements that reflect the career you plan on pursuing. It is beneficial when you are asked to list any possible relevant experiences on your post-secondary applications.

■ Talk to your Parents

Open communication is very important! What are you thinking? How are you paying for your post-secondary education?

OCTOBER:

■ Attend the University Information Program (UIP)

CCSS is hosting the UIP on November 8 from 6 – 8p.m.

Parents are welcome and encouraged to attend. This is a great opportunity to find out about all of our Ontario Universities in one place. You will need to find a way over to CCSS. No bus is provided.

■ A bus trip is scheduled for CIP – College Information Program.

Oct. 2nd, 2018 to Fleming College- Peterborough Campus (over 20 Colleges present)

Sign up in guidance & get a permission form.

OCIF- Oct 23, 5-9PM, Oct 24 10-3PM Enercare Centre Hall, Exhibition Place, TO

***** Please note – Students are also encouraged to visit the college and university of choice with your parents. You will be investing a great deal of money in this future endeavor.**

■ Are You applying to a school in United States?

Guidance has information on SAT's, NCAA and ACT's. Go to www.collegeboard.com

■ Applying out of Province?

Make sure you ask Guidance to send them a transcript. Some schools still need a paper copy mailed. After each semester a new transcript will be required. You need to stay on top of this. Pay attention to application deadlines. They are not the same as the Ontario deadlines.

■ Take advantage of “Open Houses”

Visit the individual schools, their website and admissions handbooks, guidebooks, view books and calendars. These resources provide the greatest detail about courses and programs. You can schedule a campus tour, visit residences or participate in special events that are scheduled. Find these dates on the university or college website.

■ Stay focused on marks

Keep focused until the end of June. Marks do matter! You will struggle in post-secondary if you do not get the background knowledge and work ethics in place during high school.

NOVEMBER - DECEMBER:

■ Beginning of November - Guidance sends first submission to OUAC and OCAS

Includes demographics, marks history (grade 11 marks) and current courses. PIN and access codes for University applications will arrive at St Stephen CSS (listen for announcements).

■ All Grade 12 Students will attend a “How to Apply” tutorial from Guidance

These sessions explain the process for applying on-line. Students will start them in school and complete them at home with parents. Ms. LaRonde will meet with all of the grade 12 students in November through December during **period 2 class**. We will be sure to include all grade 12's on spare, Coop, e-learning, etc... *University applicants will be given their PIN number to apply to OUAC.

*College applicants create their own logins on the OCAS website. Make sure you have an email account that is user-friendly ☺ Complete your Individual Pathway Plan on Career Cruising by Christmas break! Ms. LaRonde will do a quick review with you during your tutorial.

■ **Start applying – College Application- Goal: to complete application by Christmas!**

OCAS - www.ontariocolleges.ca (Ontario College Application Services)

The \$95.00 fee applies to your application for 5 colleges. (Up to 3 programs at one college).

■ **Start applying – University Application Goal: to complete application by Christmas!**

OUAC - www.ouac.on.ca (Ontario University Application Centre)

Base Application Fee - for initial three university program choices \$150.00

Additional Choice Fee - for each university program choice beyond the initial three is \$50.00

■ **Keep on researching and applying to scholarships**

■ **Look into entrance scholarships**

JANUARY:

■ **University Application Deadline (OUAC) – January 16, 2019**

Applications should be completed before this date for equal consideration but our goal is before Christmas break!

****Note: Applications received after this date will still be processed and distributed to universities.**

■ **Study for first semester exams**

FEBRUARY:

■ **February 1, 2019 - College Application Deadline (OCAS)**

Applications received and paid for on or before this date will be given equal consideration.

****Note: Applications received after this date will still be processed and distributed to colleges.**

■ **Middle of February - Second Data Transmission to OUAC and OCAS**

This includes 1st semester final marks and 2nd semester courses.

■ **Look into pre-admission tests**

Find out when you can write Math, English or Science tests required to qualify for admission.

For paramedics, police foundations and other physical courses, there are often physical assessments during the course e.g., running, push-ups, etc. Get ready, get in shape! Don't wait!

■ **Check on-line often for “Offers of Acceptance”**

Check on-line for acceptances. Some of your friends may find out earlier based on the program choice. Don't panic! Each school has unique timelines for sending out offers.

■ **Start getting organized to apply to OSAP**

Print off an Ontario Student Assistance Plan (OSAP) paper application; use it as a guide by filling

it out. When the site opens, copy the information you have already filled in, directly onto the website for OSAP. Applications are usually available in mid May. Visit <http://osap.gov.on.ca>.

You will get an immediate money amount, based on your information. (Estimate)

If you need help with this see Guidance.

■ **Look into Bank Loans**

If you do not qualify for OSAP, applying for a bank **student line of credit** is an option. Interest begins to accumulate once you have used your money. This is still a good option if needed.

■ **Keep on researching and applying to scholarships**

APRIL - MAY:

■ **End of April - Third submission to OCAS and OUAC**

This includes second semester midterm marks and any other changes to semester 2 courses.

■ **Practice your interview skills**

You should dress to impress, give a firm handshake, maintain good eye contact and be outgoing. Listen carefully, and speak up. A good interview can mean a job, scholarship or admission for you.

■ **Keep on researching and applying to scholarships**

Check out local businesses, companies, organizations and the workplaces of family members for scholarships.

■ **OSAP Application**

Visit <http://osap.gov.on.ca> to apply for OSAP. It provides eligible Ontario students with financial assistance to help pay for their tuition, books, mandatory fees, living costs and transportation. This does not cover all costs for a post-secondary year.

■ **Grade 12 Day: Thurs. April 18th**

Hand in Grad Biography, Grad gown sizing, and purchase prom tickets, yearbook, Grade 12 Retreat forms due, last day to hand in Community Involvement Hours, etc...

■ **Confirm Acceptance to College – This will be given on Acceptance page**

Applicants must confirm their offer of acceptance to www.ontariocolleges.ca.

■ **Confirm Acceptance to University – This will be given on Acceptance page**

If you have been offered admission to a program, you will be given a date for which to refuse or accept. Applicants must confirm on line. *** Once you have accepted one university before that deadline, you may change your choice. Just DO NOT change your choice after that deadline.

■ **Pick a school that suits your needs**

Rank your choices, and draft a list of pros and cons for each school. Then and only then select that school and accept an offer of admission.

JULY:

■ **Fourth transmission to OUAC and OCAS**

Includes 2nd semester final marks.

AUGUST:

■ **Fifth transmission to OUAC and OCAS**

This includes summer school final marks and any other marks not already included.

■ **Get to know your school**

You should visit your campus to find the library, bookstore, cafeteria, gym and student union.

■ **Pack**

Remember to bring mementos that remind you of home, such as your favourite music and movies, posters and pillow. A trolley to help move your belongings would be very beneficial.