



EARL MARRIOTT

STEP BY STEP GUIDE TO APPLYING FOR A POST SECONDARY INSTITUTION

1. Decide where you want to attend-- university/college. Most students pick 2 or 3 institutions.
2. Try and visit the campus if at all possible. Most universities/colleges offer tours.
3. Attend any University/College presentations at EMS to get more information and your questions answered.
4. Attend the BC Post Secondary Institution (PSI) evening and Canadian Universities Event (CUE).
5. Familiarize yourself with the admission requirements for the School and Faculty you plan to apply to.
6. Pay attention to the application deadlines.
7. If applying to BC universities/colleges go to www.applybc.ca and set up your account or apply directly to the institution via the website.
8. If applying to Ontario universities go to www.ouca.ca and set up your account.
9. If applying to universities in other parts of Canada go to the individual university websites.
10. Before applying to the university have a first and second choice of faculties (eg. 1st choice Science; 2nd choice Arts).
11. All you need to fill out the application form is your choice of faculties and a credit card.
Remember you can save an incomplete application and return to it later.
12. Once you have applied you will start to receive emails. **MAKE SURE YOU READ THE EMAILS AND FOLLOW DIRECTIONS.**
13. Do not ask for an interim transcript until the universities/colleges ask you to send one in.
14. Make sure you have completed your PSI Selections Form so your marks can be automatically sent to the BC universities/colleges you apply to. (Link is on the EMS website under Counselling Department).
15. If you are asked to self-report grades be accurate, do not inflate your grades. Remember to have evidence to support your marks (eg. report card, marks print out).

GOOD LUCK!!!