

## STUDENT APPLIES ONLINE:

Go to Oakland Schools Application Portal at [www.OSTCOnline.com](http://www.OSTCOnline.com)  
Click on "Apply Now for 23-24 School Year" towards the bottom of page  
In the Application Portal, select an option:

- "Start a new application" for VLAC, OSTC or ACE
- Enter your personal email and create a password (with at least 5 characters)

**Step 1 : Enter your Household Address Information** - All yellow fields are required. Click "submit" at the top of the screen, then the "Add button in the Students-Step 2 on left side of screen."

**Step 2 : Enter your Student Information and Confirm Program** - For the Program dropdown, choose OSTC.

Enter the information under the green OSTC banner. Include HS, current grade level, grad year, Program choice #1 and Program choice #2 or "No 2nd choice". Write a short essay about why you want to attend OSTC. (This will be used for placement). Click "submit" at the top of the screen, then the "Add button in the Primary Contacts - Step 3. on left side of screen."

**Step 3 : Enter at least one Primary Contact** - Must be the student's parent or legal guardian. Click "submit" at the top of the screen, then the "Add button in the Emergency Contacts - Step 4. on left side of screen."

**Step 4 : Enter an Emergency Contact** who lives outside of the household.

**Step 5 : "Finalize and Submit"** to send. (It will go to your HS Counselor).

## HS COUNSELOR CONFIRMS APPLICATION:

Counselor submits transcripts and other applicable documents.

## OSTC REVIEWS APPLICATIONS FOR:

Interest and alignment to program, on- track status for graduation, visits to campus, personal statement. The student is either placed or waitlisted.

## ACCEPTANCE LETTERS ARE MAILED (DATES VARY BY CAMPUS)

### NORTHEAST CAMPUS

1371 N.PERRY STREET  
PONTIAC, MI 48340  
248.451.2700  
OSTCNE.COM

### NORTHWEST CAMPUS

8211 BIG LAKE ROAD  
CLARKSTON, MI 48346  
248.922.5800  
OSTCNW.COM

### SOUTHEAST CAMPUS

5055 DELEMERE STREET  
ROYAL OAK, MI 48073  
248.288.4020  
OSTCSE.COM

### SOUTHWEST CAMPUS

1000 BECK ROAD  
WIXOM, MI 48393  
248.668.5600  
OSTCSW.COM