

Accessing Your Existing Housing Application Online

Before You Get Started

- You will need your **Registration Code**. This code begins with the letter **P**. If you do not have your code, please email housinginfo@stthomas.ca or contact our office to obtain it.
- Once you have registered online, all future correspondence from our office will be via **email**, including annual updates.
- If your **email address has changed** since you initially applied, send an email to housinginfo@stthomas.ca or contact our office to update your information before registering online.

You must register using the **email address already associated** with your housing application.

Getting Started

1. Go to www.stthomas.ca/applyforhousing
2. Click on "Online Application Portal"
3. Click on "Click here to Register"
4. Select "I have an existing application"
5. Under "Personal Details," enter your information exactly as you did on your original application
 - E.g. If you applied as *Elizabeth*, and you go by Beth, you will need to enter Elizabeth.

After Successful Registration

Once your registration is accepted, you will be able to:

- View all previously submitted information
- Navigate between sections by clicking headings on the left



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- Check your application status
- Update household information
- Add or remove building selections (if eligible for the unit size chosen)
- Receive future communication by email