Senior Guests Auditors: How to search for courses via Course Search and Enroll

Brought to you by: UW–Madison
Adult Career and Special Student Services
To begin . . .

Enter ‘public.enroll.wisc.edu’ into a web browser.
Overview of course search filters

(The following slides will explain how to search using each of the various filter options.)

Term: select the arrow to find the term you would like to search.

Subject: select ‘All’ to bring up a list of subjects to choose from or start typing a subject here.

Keyword, Instructor, Number: enter keyword, class name, instructor, three digit course number or five digit class number here.

Seats: make sure ALL seat options are checked.
To search by subject:

#1 Select a term
#2 Select a subject
#3 Drag bar to scan courses
#4 Select a course to view more information
To search by specific subject and keyword:

1. Select a term
2. Select a subject
3. Enter keyword, instructor or number
4. Select arrow to order by relevance, subject or catalog #
5. Select and drag gray bar to scan courses

#4 Select arrow to sort by subject or catalog #
#5 Drag gray bar to scan courses and select a course of interest
To search all subjects by keyword:

#1 Select a term
#2 Select ALL subject
#3 Enter keyword, instructor or number

#4 Select arrow to sort by relevance, subject or catalog #
#5 Drag gray bar to scan course and select to view course information
After selecting a course, click on See Sections to find date/time, location, and instructor.
A list of sections for the course will appear and list day/time, location, and instructor details.
Finding instructor provided content:

Select LEC 001 to see drop down with more information

If LEC (lecture) only course, select the LEC section for more info. (Not all courses will have instructor provided content.)

Select DIS to see drop down with more information

If both LEC (lecture) and DIS (discussion) are listed, select DIS to see instructor provided content link or class number.
Once you find a course to audit . . .

• Write down the course information (i.e. subject, category number, course name, date, and time).

• If you would like to save courses of interest within Course Search and Enroll and are admitted for the term you are searching, login using your NetID and password.

• Once your enrollment date and time has come, and after you have received permission to enroll, follow the enrollment instructions listed on the senior guest auditor webpage under ‘Enroll in class’ https://acsss.wisc.edu/senior-guest-auditors/
Additional Notes:

• If you are interested in auditing a History or History of Science course, please review the History Department Senior Guest Auditor page at https://history.wisc.edu/courses/senior-guest-auditors/

• A PDF copy of the full course list, as well as a condensed ‘courses for your consideration’ list, can be found on our webpage https://acsss.wisc.edu/senior-guest-auditors/ under “Search for classes” or a paper copy can be viewed in our office at 21 N. Park St., 7th Floor, room 7101.

• If a course is listed as closed or is wait-listed, it does not automatically mean it cannot be audited.
We hope you found these instructions helpful in your search for courses!

For more information about how to search for courses, follow this link:  
https://kb.wisc.edu/registrar/15259