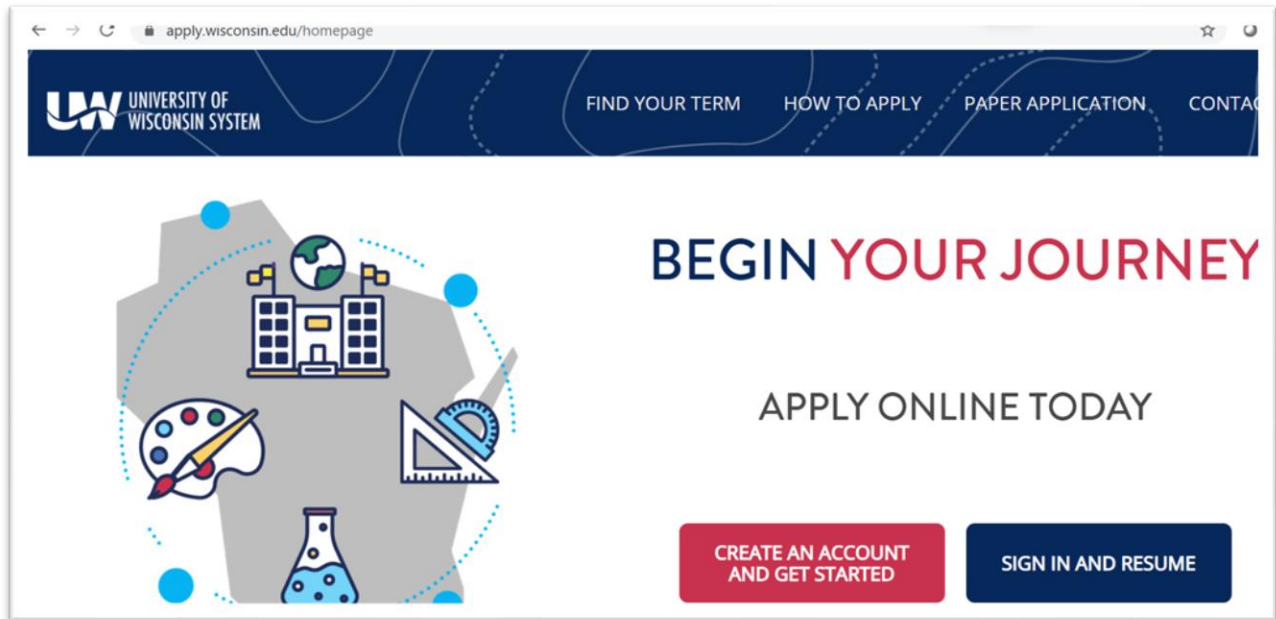


# Completing the UW System Application for Audit Students at UW-Whitewater

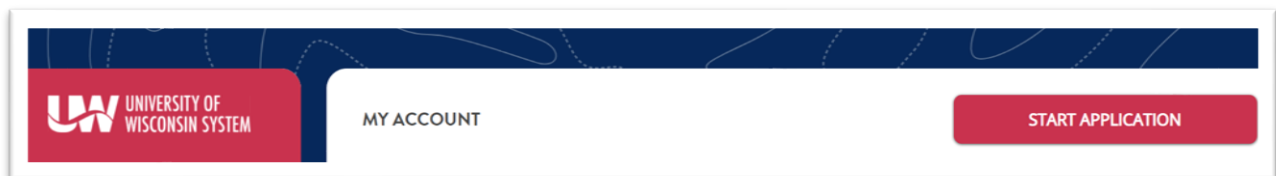
Students who wish to audit a course for no credit at UW-Whitewater should start by completing the UW System application for admission. The application can be found at <https://apply.wisconsin.edu>. If this is your first time completing an application you'll want to create an account by pressing clicking the red "Create An Account And Get Started" button. You should use your personal email address when setting up your account.

(Please note the login credentials you create will be only to log back into the UW System Application Site, it will be different from your UW-Whitewater login credentials.)

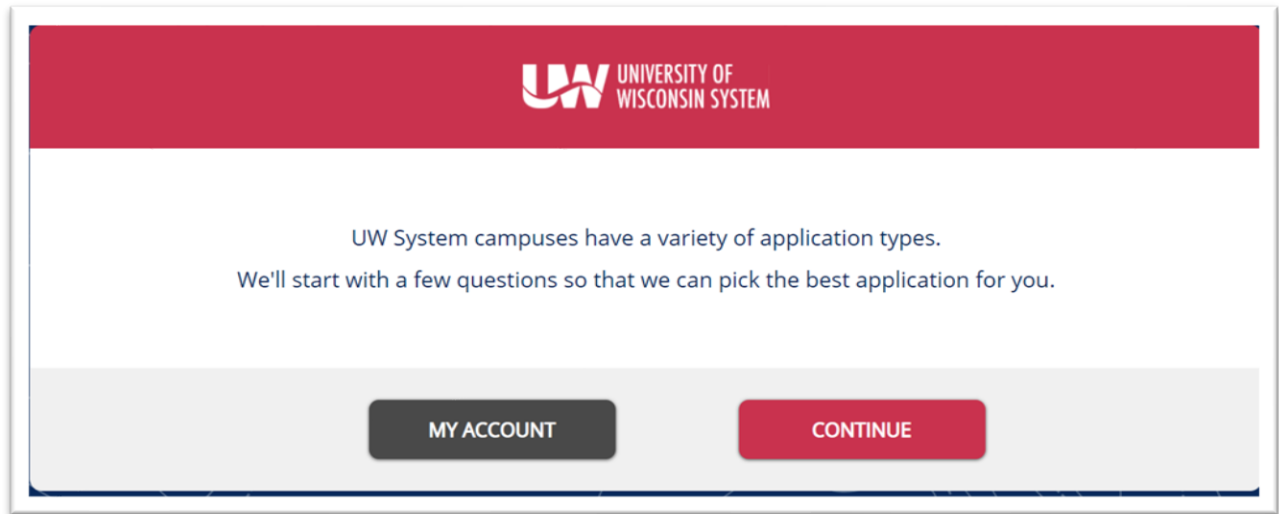
If you have completed an application for admission to a UW System school after August 1, 2020, you will be able to use your previously established login credentials by clicking the blue "Sign In And Resume Button."



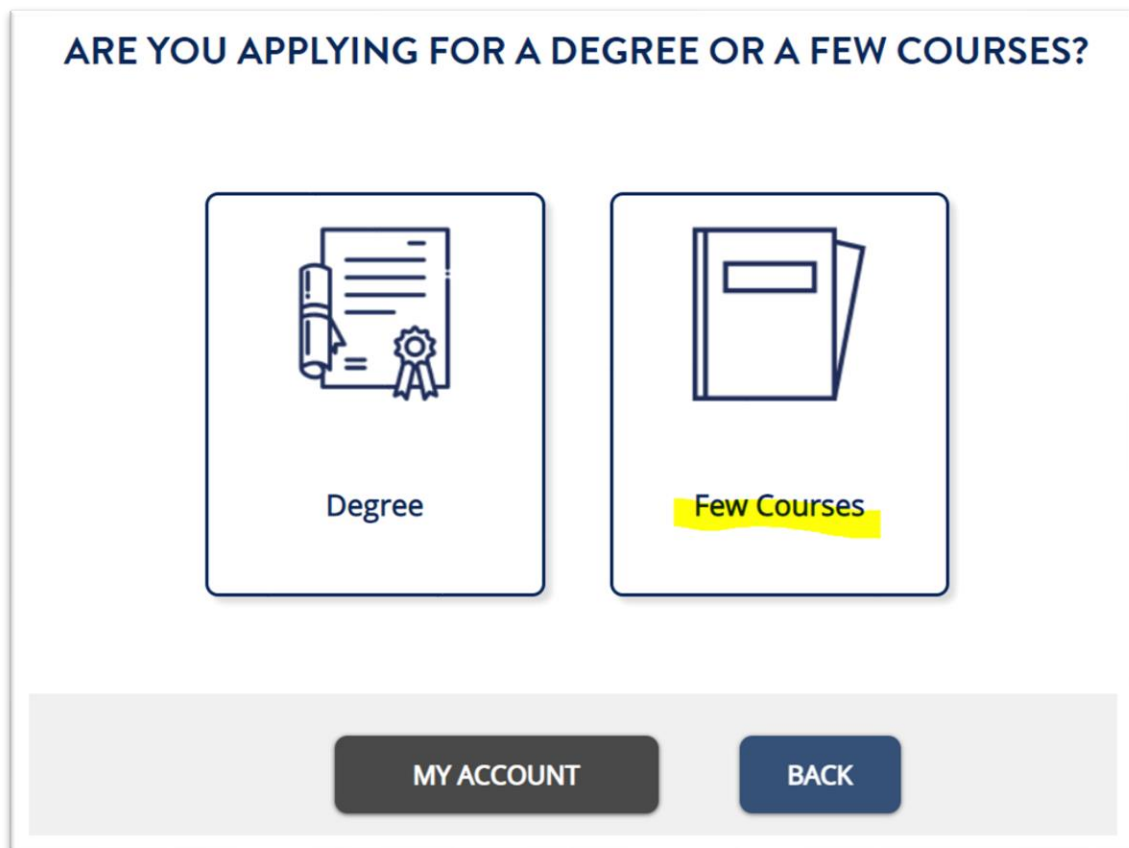
Once logged in, click on the "Start Application Button."



A notification indicating that there are a variety application types, the next series of questions is designed to guide you to the correct application path. Click the red "Continue" button.



As an audit only student, you are a non-degree seeking student, wishing to take a course or two, for a single term, for no credit. Click the "Few Courses" button.



To help determine whether or not you should be completing an international application, please select the appropriate citizenship classification.



**ARE YOU A U.S. CITIZEN?**

 <b>Yes</b>	 <b>No</b>
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**MY ACCOUNT**      **BACK**

To audit a course at UW-Whitewater, you are required to have already completed a high school degree or approved equivalent. If you have done so, please select “Yes”.

**HAVE YOU GRADUATED FROM HIGH SCHOOL/SECONDARY SCHOOL  
OR EARNED YOUR GED/HSED?**


 <b>Yes</b>	 <b>No</b>
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**MY ACCOUNT**      **BACK**



The next question determines whether you need an undergraduate or graduate application. If you are seeking to audit undergraduate course(s), please select “Undergraduate.”


**DO YOU PLAN TO TAKE UNDERGRADUATE OR GRADUATE CLASSES?**

  
**Undergraduate**

  
Graduate

MY ACCOUNTBACK

As a student wishing to audit courses at the undergraduate level, you should see the confirmation below stating that, “You Are An Undergraduate Non-Degree Applicant.” If you see a different classification, click the blue “Back” button to correct, otherwise, click the red “Continue” button.



YOU ARE AN UNDERGRADUATE NON-DEGREE APPLICANT

An Undergraduate Non-Degree applicant has graduated from high school or earned a GED/HSED and would like to take a college course or two

MY ACCOUNTBACKCONTINUE

Next you will select the campus you wish to attend. Note the campuses are arranged alphabetically, with UW-Whitewater at the bottom of the page. Clicking the “Select Campus” will open a drop-down menu in which you will be able to select either the “UW-Whitewater” (main campus in Whitewater) or “UW-Whitewater at Rock County” (two-year branch campus in Janesville). Once you’ve made your selection, click the red “Save and Continue.”

## WHERE DO YOU WANT TO GO?

The screenshot displays a user interface for selecting a campus. It features four distinct campus selection cards arranged in a grid. The top row contains three cards: University of Wisconsin Stevens Point, University of Wisconsin Stout, and University of Wisconsin Superior. The bottom row contains one card for University of Wisconsin Whitewater. Each card includes the university's logo and a selection mechanism. The Stevens Point, Stout, and Superior cards have a text input field with the campus name (e.g., 'UW-Stout') and a small downward arrow. The Whitewater card has a dropdown menu labeled 'Select Campus' with a yellow highlight. At the bottom of the interface is a horizontal bar with three buttons: 'MY ACCOUNT' (dark grey), 'BACK' (blue), and 'SAVE AND CONTINUE' (red).

Next you will choose your program/academic status. If you intend to audit for no credit, click the “Audit” radio button, then “Save and Continue.”

**UW UNIVERSITY OF WISCONSIN SYSTEM**

## CHOOSE YOUR PROGRAM

Audit - Main Campus ⓘ

Special/Guest - Main Campus ⓘ

**MY ACCOUNT** **BACK** **SAVE AND CONTINUE**

Next you will select the term in which you wish to take courses. Select the appropriate term from the drop-down menu, then “Save and Continue”.

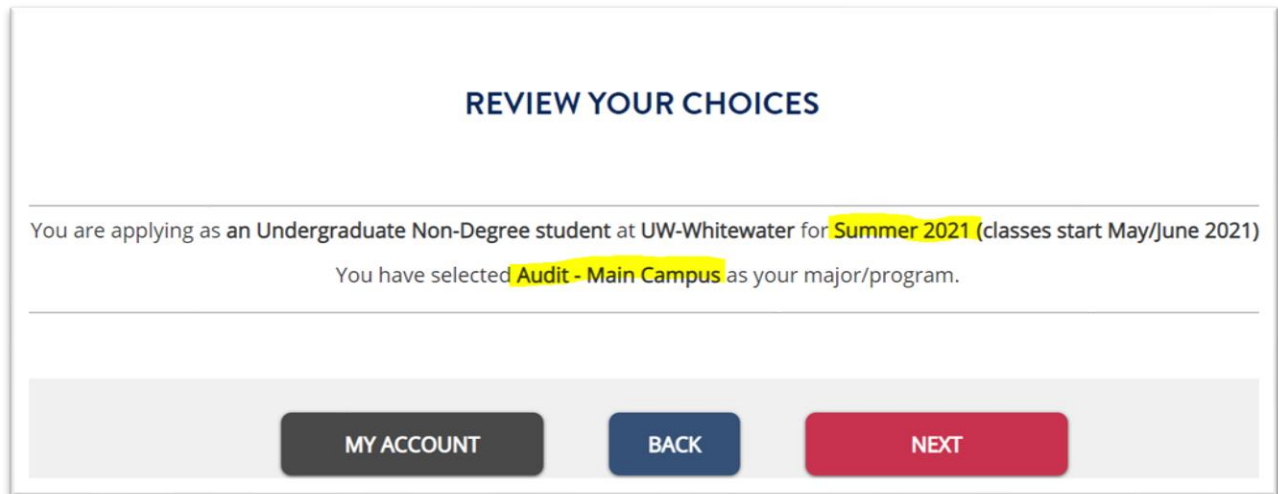
## WHEN WOULD YOU LIKE TO START SCHOOL?

[I can't find my term](#) ⓘ

Select Term ▾

**MY ACCOUNT** **BACK** **SAVE AND CONTINUE**

Now you can review the choices you've made so far. Please double-check that you have selected the appropriate term and that Audit (followed by the campus) is your major/program. If you've made a mistake, you can click the blue "Back" button, or select the appropriate section listed on the left side of the screen. If everything is correct, click "Next."



**REVIEW YOUR CHOICES**

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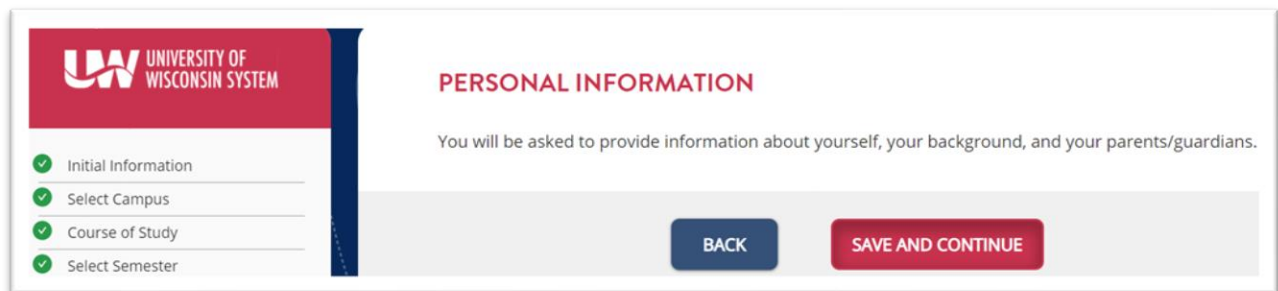
You are applying as an Undergraduate Non-Degree student at UW-Whitewater for Summer 2021 (classes start May/June 2021)

You have selected Audit - Main Campus as your major/program.

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**MY ACCOUNT**      **BACK**      **NEXT**

Now you will begin entering your personal information. (The application will store this information, so if you apply to future terms/campuses, this information will re-populate into the new application.) Your name and **personal** email address will be populated based on the information used to create your account/login credentials. You will need to enter your date of birth, address, etc. This information is imported into our Student Whitewater Information Network System (WINS) when the application is downloaded from UW System. Please ensure contact information is correct.



**UW** UNIVERSITY OF WISCONSIN SYSTEM

**PERSONAL INFORMATION**

You will be asked to provide information about yourself, your background, and your parents/guardians.

- ✓ Initial Information
- ✓ Select Campus
- ✓ Course of Study
- ✓ Select Semester

**BACK**      **SAVE AND CONTINUE**



- Course of Study
- Select Semester
- Summary
- Personal Information
  - Basic**
  - Additional
  - Contact
  - Parent/Guardian
  - Residency
- Academic Background
- Holistic Background
- Submit
- Save & Return Later
- Contact Us
- Sign Out

**Middle Name (Optional)**

**Preferred Name (Optional)**

**Suffix (Jr, Sr, etc) (Optional)**

Has your name ever changed? (Ex: Life events such as a marriage, adoption, divorce etc)

Yes  No

**Gender**  **Gender Identity (Optional)**

**Date of Birth:**

Which form of identification can you provide?

- Initial Information
- Select Campus
- Course of Study
- Select Semester
- Summary
- Personal Information
  - Basic**

## ADDITIONAL INFORMATION

### FAMILY BACKGROUND

Are you, or is a parent or spouse, currently serving in the U.S. Military? Or, are you, or is a parent or spouse, a U.S. Military veteran? If so, please indicate the relationship below. [i](#)

Check all that apply:

Self  Parent/Spouse  Neither

### ETHNICITY AND RACE

- Initial Information
- Select Campus
- Course of Study
- Select Semester
- Summary
- Personal Information
  - Basic
  - Additional
  - Contact**
  - Parent/Guardian
  - Residency
- Academic Background
- Holistic Background
- Submit

## CONTACT INFORMATION

**Email Address**  **Cell/Mobile Number**

**Type (Optional)**  **Other Phone Number (Optional)**

**Preferred Phone Number?**

### PERMANENT ADDRESS

How will you use my address? [i](#)

**Address 1**

Parent information is often used to help determine residency for tuition purposes for applicants who are under the age of 25. If you are over the age of 25 and have lived independently in the state of Wisconsin for at least the last 12 months, the parent information can be skipped.

The screenshot shows the 'PARENT/GUARDIAN INFORMATION' section of the application. On the left is a navigation menu with the following items: Initial Information (checked), Select Campus (checked), Course of Study (checked), Select Semester (checked), Summary (checked), Personal Information (expanded, with sub-items: Basic (checked), Additional (checked), Contact (checked), Parent/Guardian (selected), Residency (unchecked)), Academic Background (unchecked), and Holistic Background (unchecked). The main content area has a red header 'PARENT/GUARDIAN INFORMATION'. Below it, text explains that the next section asks for parent/guardian information and lists key points: it's optional, you only need to enter the number of guardians, and it may be used for emergency contact. A table with columns 'FIRST NAME', 'LAST NAME', 'RELATIONSHIP', 'ADDRESS', and 'ACTIONS' is shown, with the message 'You have no parents added.' below it. At the bottom are three buttons: 'BACK' (blue), 'SKIP PARENT SECTION' (red), and 'ADD PARENT/GUARDIAN' (dark grey).

Next you will be asked for additional information to determine your residency for tuition calculation.

The screenshot shows the 'RESIDENCY' section of the application. The navigation menu on the left is similar to the previous screenshot, but 'Parent/Guardian' is now checked and 'Residency' is selected. The main content area has a red header 'RESIDENCY'. Below it, text explains that the next section asks questions to determine if the applicant qualifies for Wisconsin resident tuition under state law. A warning states: 'Failure to accurately and completely answer the following questions may result in an incorrect tuition rate.' The question is 'Are you claiming Wisconsin residency to qualify for the Wisconsin resident tuition rate?' with radio buttons for 'Yes' and 'No'. Below this is the 'Minnesota Reciprocity' section, which states that if the applicant believes they qualify for Minnesota tuition reciprocity, it is determined through a separate process, with a link to 'Learn more about qualifying for Minnesota Reciprocity.' At the bottom is a 'BACK' button (blue).

Failure to accurately and completely answer the following questions may result in an incorrect tuition rate.

Are you claiming Wisconsin residency to qualify for the Wisconsin resident tuition rate?

Yes  No

Typically, the easiest route to qualify for the Wisconsin resident tuition rate is through providing information about your parents.

Do you want to provide parent's information for residency purposes?

Yes  No

SECTION	COMPLETED	ACTIONS
Applicant Questions	Not Completed	<a href="#">EDIT APPLICANT</a>

#### Minnesota Reciprocity

If you believe you qualify for Minnesota tuition reciprocity, that is determined through a separate process. Learn more about qualifying for [Minnesota Reciprocity](#).



## APPLICANT RESIDENCY

Have you physically resided full-time in Wisconsin for the past 12 months?

Yes  No

Where are you employed?

Wisconsin  Outside of Wisconsin  Not currently working

Have you filed a Wisconsin resident income tax return for the most recent tax year?

Yes  No, did not file  No, filed in a different state

Was Wisconsin the last place you registered to vote or voted?

Yes  No

Do you hold a valid Wisconsin driver's license?

Yes  No

Next you will enter your educational background information. Click "Save and Continue."

**ACADEMIC BACKGROUND**

You will be asked to provide information about your educational background. This typically involves providing information about your high school/secondary school and college/post-secondary career.

**BACK** **SAVE AND CONTINUE**

Type the city or name of your high school in the indicated space provided. You should see a list of schools in that city or containing that name, select the appropriate school.

**ACADEMIC BACKGROUND: HIGH SCHOOL/SECONDARY SCHOOL**

Search By Name

Search By City/Location (Optional)

Choose School

I did not find my high school

**BACK**

## ACADEMIC BACKGROUND: HIGH SCHOOL/SECONDARY SCHOOL

WHITEWATER HIGH SCHOOL  
WHITEWATER, WI

Do you currently attend this high school/secondary school?

Yes  No

### HIGH SCHOOL TRANSCRIPT

Providing an unofficial transcript is optional. It may reduce the time to receive an admissions decision.

Campuses may ask you to provide an official transcript to make an admissions decision.

Would you like to use a previous file?

Yes  No

Upload H.S. transcript (PDF only, 10MB limit)

(Optional)

No file chosen

## ACADEMIC BACKGROUND: HIGH SCHOOL/SECONDARY SCHOOL

In this next section you will need to supply the following pieces of information about all of your High School/Secondary Schools attended:

- Full name of your high school/secondary school
- High school/secondary school attendance dates
- High school/secondary school graduation date
- Optional: unofficial high school/secondary school transcript

TITLE	GRADUATION DATE	TRANSCRIPT	ACTIONS
WHITEWATER HIGH SCHOOL	06/1997	No	 Edit  Delete

BACK

SAVE AND CONTINUE

ADD HIGH SCHOOL

If you have previously enrolled in any Post-Secondary coursework, please indicate in the College/Post-Secondary Check.

### ACADEMIC BACKGROUND: COLLEGE/POST-SECONDARY CHECK

It's important for your potential campus to know if you are TAKING or have previously taken college courses. Please select yes below if:


- You are currently taking college courses while in high school.
- You took at least one course at the college level, while in high school, that you could request a transcript for.

Have you ever taken any college level courses?

Yes  No

Do **NOT** select Yes if you have taken or will be taking Advanced Placement (AP), International Baccalaureate (IB), or Project Lead the Way Courses.

[BACK](#) [SAVE AND CONTINUE](#)



As an audit student, enrollment is dependent on instructor approval and space availability. The Essay/Personal Statement is **not** a factor for admission. The essay space should be used to indicate your desire to audit a course for a specific term. This allows processors to double-check that the application type and your educational goals match.

## HOLISTIC BACKGROUND

Your holistic section asks that you write a statement for the campus that you are applying. On the statement page there will be a prompt to respond to along with some guidance for what to include in your statement.

**BACK** **SAVE AND CONTINUE**

## ESSAY

The campus you are applying to would like to know what your plan is for taking a few courses and being a non-degree student. Providing a statement will help the campus provide you the correct information so you can start taking classes. Please respond to the below question. What are your goals for enrolling in a few courses at the university? Note: This can be a brief statement in the range of one to four sentences.

**What should be included in this essay:**

- The classes you plan to take.
- Any long-term goals you have that relate to the courses you want to take.
- If you are planning on earning a certificate.
- If you are part of a specific program at the university.

**Before you submit your essay, please make sure to:**

- Make sure to proofread.

**B** ***I*** **U** <> **1** **2** ” ☰ ☰

I wish to audit a course in the math department.



Next, you will just review and digitally sign/submit the application. There is no application fee required for audit students.

## REVIEW APPLICATION


You're almost there! You have successfully completed your written application. All that is left is for your digital signature and payment.

*Note: Once you submit your application you cannot make changes to it on this website. You will need to send changes to the admissions office.*

[BACK](#) [CONTINUE](#)

## SIGN YOUR APPLICATION(S)

**Applications to Submit**

CAMPUS	APP TYPE	TERM	COST	ACTIONS
UW-Whitewater	Undergraduate Non-Degree (Domestic)	Summer 2021 (classes start May/June 2021)	No Charge	 Submit Later

### CONFIRMATION SIGNATURE

You are ready to sign your application. Once you sign and submit your application you are not able to make changes to your submitted application(s).

I acknowledge that by providing an electronic signature, I attest to the accuracy and truthfulness of the application(s) I'm submitting. I also agree to the conditions of the UW System.

Do you agree to all of the above?

I Agree

Signature

Once you submit the application, it is downloaded by our UW-Whitewater Admissions Office on the following business day. Audit applications are typically processed within 3-5 business days. Once processed by the admissions office, your file is routed to the registrar's office who will then review your submitted audit form and permissions. Pending space available in the course and instructor approval, the registrar's office will typically enroll you into the course the week before the start date.