

Instructions for Navigating and Searching the UWSP Online Course Catalog

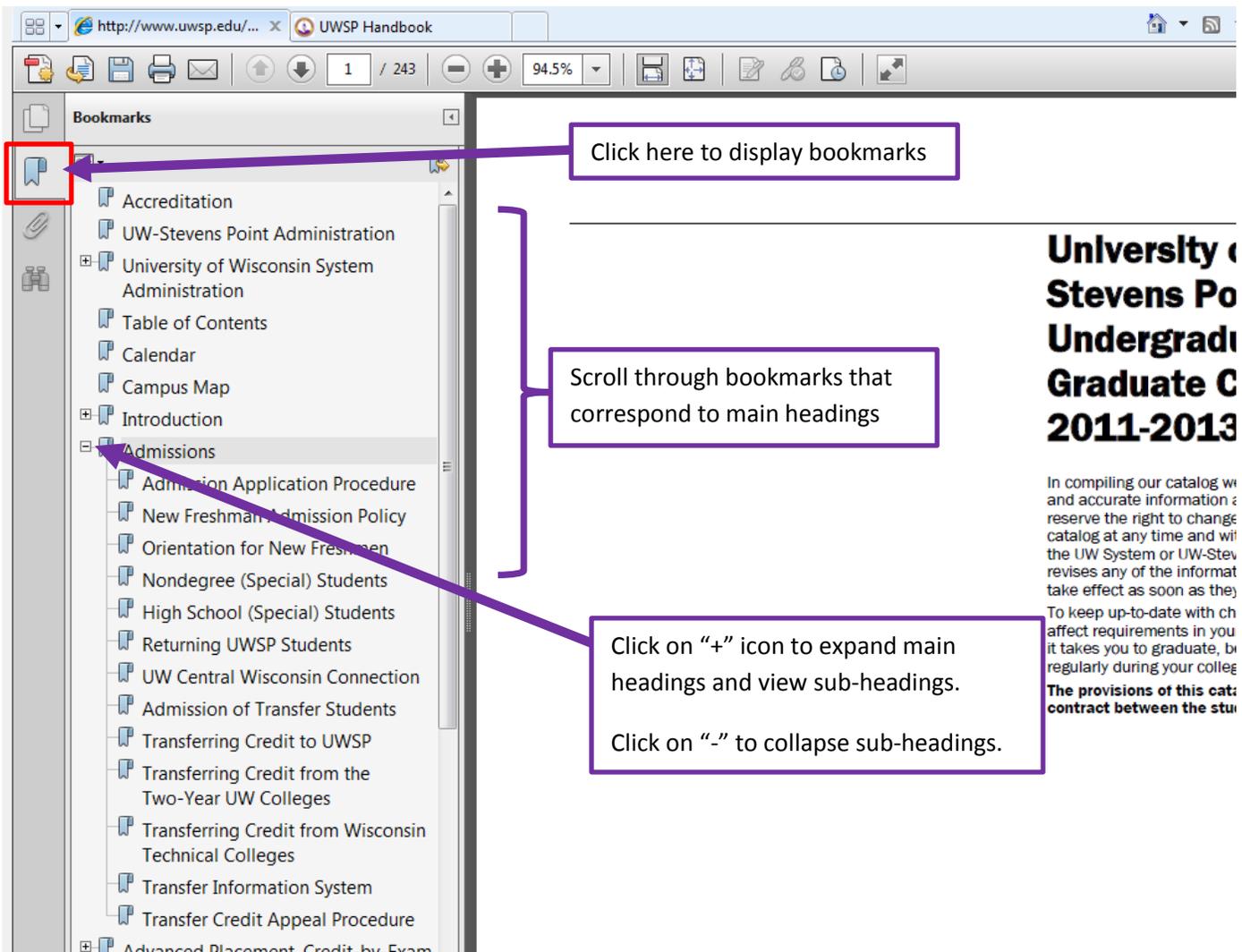
1. Navigating Using Bookmarks, Headings, and Sub-Headings:

The UWSP Online Course Catalog is now available in PDF format and can be found here:

www.uwsp.edu/catalog

The PDF document includes series of bookmarks generated by the section headings throughout the Catalog.

If the bookmarks navigation pane is not displayed within Adobe Acrobat Reader, simply click on the bookmarks icon on the left:



The bookmarks are listed by main headings in the same order that appears in the print-version of the Catalog.

For example, many Catalog users (students, faculty, and staff) will be interested in finding details about departments or disciplines, including details about courses.

To find specific departments or disciplines and the courses offered in each department, scroll down to the “**Courses of Instruction**” main heading. Click on the “+” icon to display sub-headings. Individual sub-headings correspond to each department and are listed alphabetically.

Click here to display “Courses of Instruction”

Click on the “+” icon to display sub-headings

Scroll through the alphabetical sub-headings to find specific departments or disciplines

Courses of Instruction

Undergraduate Course Numbers

000-099 **Precollegiate.** These courses do not carry college credit.

prerequisite is listed.

200-299 **Sophomore level.** The basic prerequisite for the courses is “sophomore standing” which means that you have already earned 29 college credits. Also meet any other prerequisites that are listed.

300-399 **Junior level.** The basic prerequisite for these courses is “junior standing” which means you have already earned 59 college credits. Also meet any other prerequisites that are listed.

400-499 **Senior level.** The basic prerequisite for these courses is “senior standing” which means you have already earned 89 college credits. Also meet any other prerequisites that are listed.

Prerequisites

If you register for any class when you do not have the required class standing and/or haven’t met the stated prerequisites, the department may, at its discretion in the first eight days of the semester, require you to drop that class. However, if you are permitted to continue, you must complete the prerequisite for that class.

Forty Credit Rule

To receive a bachelor’s degree, you must earn at least 40 credits in courses numbered 300-499.

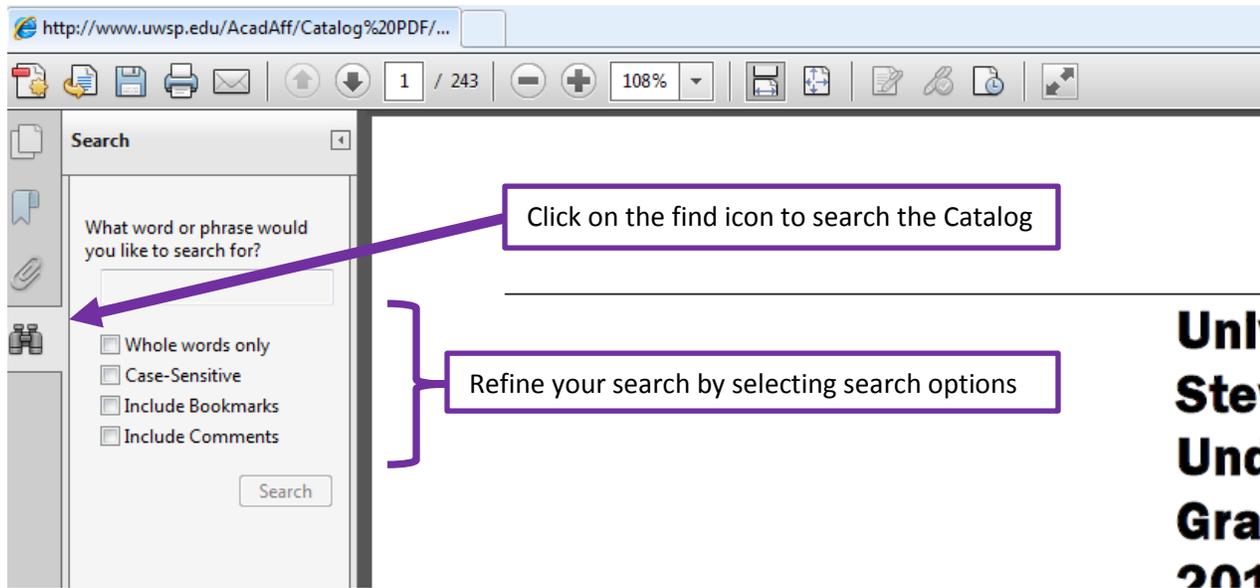
Graduate Courses

Courses numbered 300/500-399/599 and 400/600-499/699 are offered at two levels. You may take them at the 300- or 400-level for undergraduate credit or at the 500- or 600-level for graduate credit. Realize that only graduate students may enroll for graduate credit. Courses numbered 300-399 are offered at the undergraduate level.

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ffered pass-fail, go to the Registration and Records homepage (<http://www.uwsp.edu/reg-rec/>) and click on “Timetable.” From there, click on “List of Courses by Term.” The link for Pass/Fail Grading is on the top of that page. See the section in the catalog called *More Academic Information* for all the regulations pertaining to pass/fail grading.

2. Searching the Catalog Using the Find Option:

Using the find option  within Adobe Acrobat Reader, users can now utilize full text keyword searching:



Additional search options can be selected by clicking "Show More Options" at the bottom of the search pane:

