



Using WebTrac for Online Class Registrations

What can I do with the WebTrac online system?

You can use the WebTrac online system to register for classes and to browse through educational program offerings. You can also use the online system to check your account information including current and past class registration history.

To cancel your class registration, contact the Education Registrar by emailing aschwoerer@cityofmadison.com or calling (608) 245-3648. Class registrants who cancel 7 or more days prior to the class are subject to a 20% processing fee (minimum of \$5). Cancellations less than 7 days' notice are non-refundable; please consider your payment a donation to Olbrich. Refunds are not given for missed classes.

Is Olbrich's online system secure?

Yes. Providing you with a secure online experience is a high priority of the City of Madison. We recognize that your information security is of the utmost importance, and we have devoted a great deal of effort to ensure that your personal information is safeguarded. Your online payment transactions are supported by industry-standard data encryption available through your browser called SSL encryption. These services are designed to ensure the privacy of your credit card information, name, address, email, and other information you provide to Olbrich. Once you log in, you should notice the words "Security Policy" in the bottom corner of your browser. Click on those words to view further information about our privacy and security policy.

I'm not comfortable using a credit card over the internet. Can I still register online?

To use the WebTrac online system, you must have a valid credit card and complete the transaction at that time using your valid credit card. If you prefer, you can register for classes by mail, fax (608-246-4719), telephone (608-245-3648), or in person at Olbrich Botanical Gardens.

Ready to register for classes? <https://webtrac.cityofmadison.com/wbwsc/olbrich.wsc/>

Read the documents provided in our "How To" section to learn more about online class registrations, or contact the Education Registrar with additional questions by emailing aschwoerer@cityofmadison.com or calling (608) 245-3648.