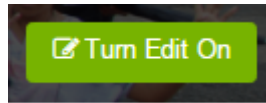
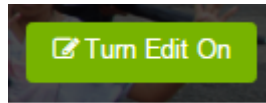


# Self-Enrolment in Moodle


Follow the steps listed below to be able to enroll students into your Moodle course:

1. Login to Moodle and open your course

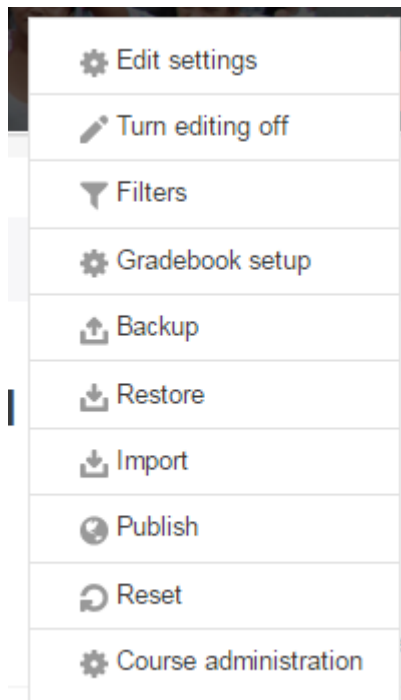


2. Click on  on the top right hand corner of the banner:

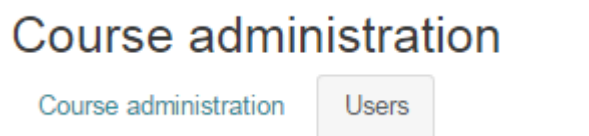


3. Click on  drop down arrow on the course settings option on the top right corner of the banner.

4. Select Course administration from the dropdown list:



5. Click Users on the course administration block:



6. Select Enrolment methods option:

## Enrolment methods

[Manual enrolments](#)  
[Guest access](#)  
[Admin](#)

7. Select Self Enrolment from the Add method drop down list:

Add method

8. Provide the required settings for self enrolment:

### Self enrolment

Self enrolment

Custom instance name	<input type="text"/>
Allow existing enrolments	<input type="radio"/> Yes
Allow new enrolments	<input type="radio"/> Yes
Enrolment key	<input type="text" value="Click to enter text"/>
Use group enrolment keys	<input type="radio"/> No
Default assigned role	<input type="text" value="Student"/>
Enrolment duration	<input type="text" value="0"/> days <input type="checkbox"/> Enable
Notify before enrolment expires	<input type="text" value="No"/>
Notification threshold	<input type="text" value="1"/> days <input type="checkbox"/> Enable
Start date	<input type="text" value="17"/> <input type="text" value="January"/> <input type="text" value="2017"/> <input type="text" value="03"/> <input type="text" value="40"/> <input type="checkbox"/> Enable
End date	<input type="text" value="17"/> <input type="text" value="January"/> <input type="text" value="2017"/> <input type="text" value="03"/> <input type="text" value="40"/> <input type="checkbox"/> Enable
Unenrol inactive after	<input type="text" value="Never"/>
Max enrolled users	<input type="text" value="0"/>
Only cohort members	<input type="radio"/> No
Send course welcome message	<input type="text" value="From the course contact"/>
Custom welcome message	<input type="text"/>

9. Click on Add method button to save: