



Summer Scoop

Week of August 7- August 11, 2023



Summer 2023 Headcount & Enrollment

Week 16: July 31 - August 4, 2023

Headcount	13,931
Enrollment	32,188
Waitlist	552

Course Modality:

In person	380
Remote	419
Hybrid	52

The ISA for changes to the Class Schedule is open to help departments with increasing enrollments to meet student demand for courses.

You can check out the enrollment and waitlist data yourself via the Summer Tableau Dashboard! Log in to [Summer Session Tableau Dashboard](#) with your active directory credentials.

Summer Session 2 - Week 1

For Summer Session key dates & deadlines, please see [the Summer Session Calendar](#).

Cancellation for Nonpayment

Summer Session 2 students were canceled for nonpayment on **August 4**. Students can re-enroll in classes on WebReg, if there are no seats available they can add themselves to the waitlist.

Waitlist

The waitlist resumed after the cancellation for nonpayment. The final run of the automatic waitlist process will end on **August 9**.

Deadline to ADD / DROP / REFUND - August 11

Add: August 11 the last day to add a class via WebReg. Students may submit Late Add requests via EASy through **September 7**. Approvals are not guaranteed and subject to instructor & department approval.

Drop / Refund - August 11 is also the last day to drop or withdraw for a full 100% tuition reversal. There are no refunds for courses dropped or withdrawals made after the deadline. No Exceptions.

Commencement of Academic Activity - Instructors Teaching Session 2 Classes Must Report by this Friday August 11th

Please remind your summer instructors teaching Summer Session classes that

start August 7th to complete Commencement of Academic Activity (CAA) reporting for their students by August 11.

Option 1 - Manual Reporting

Instructors can use the Academic Activity Tracking System to manually report academic activity be Section, <https://aats.ucsd.edu/>.

Option 2 - Assign a Canvas Survey that Automatically Reports CAA to Financial Aid

Instructors can assign a #FinAid survey to their students in Canvas that will automatically report academic activity for their students to the Financial Aid office, <https://edtech.ucsd.edu/instructional-tools/canvas/caap-survey.html>.

More details and an FAQ can be found on Blink at <https://blink.ucsd.edu/instructors/academic-info/caa/index.html#Certification-through-Canvas>.

Summer Session Annual Workflow

October	November	December	January	February	March
Reconciliation of accounts Data reporting continues	Call for Course Proposals Course proposals due Summer Session kickoff meeting	Training: How to hire Summer Instructors Summer Session Advisory Committee meeting Preview of Classes posted	Approved courses scheduled within ISA Schedule builds due to Registrar via ISA	Classroom assignments as needed Faculty teaching appointment letters sent out Approved courses set up in ISIS	Schedule of Classes available on TritonLink
April	May	June	July	August	September
Students begin enrollment	Enrollment management of waitlists Student fees assessed	Tuition & fees due	Session 1 classes begin Students: Add/drop classes Tuition & fees due	Session 2 classes begin Faculty Pay Date (Session 1)	Sessions end Reporting begins Faculty Pay Date (Session 2)

Resources for Summer Session instructors:

Summer Session 2023
GUIDEBOOK



UCSan Diego
www.ucsd.edu



2023 Guidebook

The [2023 Guidebook](#) contains policies and procedures pertaining to Summer Session instruction.

Engaged Teaching Hub

All Summer Session instructors are eligible for services at the [Engaged Teaching Hub at the Teaching + Learning Commons](#)



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