



Summer Scoop

Week of February 26 - March 1, 2024

Thank you for attending the Summer Session Kickoff Meeting!

We discussed the new Summer Session financial model for 2024. The announcement can be found on our [website](#).

The new funding model details are outlined in the [Summer Session 2024 Insights](#) document on our website.

If you have any questions, please don't hesitate to contact our office:

- Student Affairs: Yvonne Wollmann summer@ucsd.edu
examples: Enrollment, Registration, Courses
 - Program Affairs: Paty Macedo summerprograms@ucsd.edu
examples: Summer Bridge, Graduate, Travel Study
 - Financial Affairs: Lisa Bargabus summerpayroll@ucsd.edu
examples: payroll, TA funding, incentive models
 - Admin Assistant Matt Sapien msapien@ucsd.edu
examples: customer services and operational support
 - Director Becky Arce barce@ucsd.edu
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Reminder!

The ISA is still open! Departments can still submit new courses for Summer 2024. Remote courses can be added up until one week before the start of summer session.

Summer 2024 Courses Timeline

February 2 - March 13: Registrar will process courses that have been submitted on the schedule build. During this period, the ISA will remain open for summer session approval only, the Registrar will not be able to make any changes during this time.

Courses submitted and approved in the ISA will show up on the [Preview of Classes](#).

March 13 - March 15: Registrar will send departments "the Look" for departments to review and make any changes for the courses that were submitted by the February 1 schedule build deadline. Any new courses that were approved after Feb.1 should be emailed to the [registrar](#).

March 21: Schedule will be available live.

The ISA remains open for Summer Session approval after March 15 until a week before a session begins.

If your department would like to add or cancel courses, you can still enter information in the ISA Summer Session Builder. Summer Session will continue to approve new courses and cancellations in the ISA.

Summer Session will use the ISA to send faculty appointment letters.

For any other questions, please contact us at Summer-courses@ucsd.edu

Course Modality Update:

Remote courses without an R designation will be allowed for SU24 and SU25. Please make sure to add notes about course modality in the ISA.

The deadline to submit your Schedule Build to the Registrar was February 1, 2024. If the department has already submitted their Schedule Build to the Registrar, and the department would like to change the modality of any courses to remote, the Registrar will process schedule changes when "The Look" is released on March 13, 2024. Modality changes should be emailed directly to registrar-scheduling@ucsd.edu.

Please note:

**Asynchronous courses should not have a day or time submitted to the registrar's office for scheduling.*

***Synchronous courses must include a day and time when submitting a request to the registrar's office.*

For more information, please review the Exception to Policy on Distance Education Courses for Summer Sessions 2024 & 2025 on [our website](#).

For any other questions, please contact us at Summer-courses@ucsd.edu

Summer Session 2024 Pre-planning

Here's a quick at-a-glance overview of what to expect in the next few months.

Please review the calendar below to see what's to come.

October	November	December	January	February	March
Call for course proposals	Course proposals due	Preview of classes posted	Approved courses set up in system	Classroom assignments Faculty teaching	Schedule of Classes available on TritonLink

				appointment letters sent out	
April	May	June	July	August	September
Students begin enrollment	Enrollment management of waitlists Student fees assessed Financial Aid app opens	Students: Add/Drop Courses Fees due	Session 1 classes begin Faculty pay day	Session 2 classes begin Fees due	Sessions end Reporting begins

2024 Guidebook is now available!

You can view the updated [Guidebook](#) for information regarding the Summer Session program.

Engaged Teaching Hub

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



Summer Session
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