Modality Change Available until Schedule goes Live

Summer courses can be taught remotely or in-person. Please make final
decisions of modality before the start of classes begins on Thursday,
March 17. Changes made to modality will be processed by the scheduling
office after the Last Look is released on Wednesday, March 9.

Please reach out to the scheduling office at registrar-scheduling@ucsd.edu to
make changes to your course modality.

How to change instruction modality? (for courses already approved in ISA)

STOP

Summer Program Canceled? - Calling for Updates!
The Summer Program Finder lists summer programs in a directory to help
students find extracurricular activities at UC San Diego from June through
September. Visit the Summer Program Finder at:
https://summer.ucsd.edu/program-finder/index.html

If you would like your program removed from the Summer Program Finder
because you will not be offering a program in 2022, please contact the Summer
Session office at summer@ucsd.edu by March 9.

Summer Session Annual Workflow

<table>
<thead>
<tr>
<th>Fall</th>
<th>December</th>
<th>January</th>
<th>February</th>
<th>March</th>
<th>April</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Reconciliation of accounts and data reporting activities</td>
<td></td>
<td>Training: How to hire Summer Instructors</td>
<td>Approved course schedules, online, for Session I. Schedule of classes available on TritonLink</td>
<td>Sessions end and Reporting of Session 2 begins</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Summer Session kickoff meeting</td>
<td>Faculty Pay Date (Session 1)</td>
<td>Students: Add/drop classes</td>
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<td>Summer Session Advisory Committee meeting</td>
<td>Tuition &amp; fees due</td>
<td>Faculty Pay Date (Session 2)</td>
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<tr>
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<td></td>
<td>Process of posted</td>
<td>Students: Final enrollment</td>
<td>Sessions end</td>
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<tr>
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<td></td>
<td>Stop approved courses set up in ISIS</td>
<td>Enrollment management of waitlists</td>
<td>Reporting begins</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Approval of course</td>
<td>Student fees assessed</td>
<td>Faculty Pay Date (Session 2)</td>
</tr>
</tbody>
</table>
|       |          |         | Summer Session Advisory Committee meeting | Session 1 classes begin | Extension of designated employee benefits and teaching preparation | Summer Session Annual Workflow

|          |          |         | Stop approved courses set up in ISIS | Tuition & fees due | Students: Add/drop classes |
|          |          |         |          | Students: Add/drop classes | Faculty Pay Date (Session 2) |
|          |          |         |          | Enrollment management of waitlists | Sessions end |
|          |          |         |          | Summer Session Advisory Committee meeting | Reporting begins |
|          |          |         |          | Process of posted | Faculty Pay Date (Session 2) |
|          |          |         |          | Stop approved courses set up in ISIS | Summer Session Annual Workflow

Resources for Summer Session instructors:

2022 Guidebook

The 2022 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, Teaching + Learning Commons.

Summer Session
University of California San Diego
Phone: 858-534-5258
Email: summer@ucsd.edu
Need more information? Visit us at:
https://summersession.ucsd.edu

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