



Summer Scoop

Week of June 6 - June 10, 2022



Enrollment & Headcount from Week 8 of summer enrollment

Enrollment – 33,612 – down 3%
Headcount – 13,543 – down 1%
(Statistics compared with the same week last year.)

Waitlist Enrollments – Current Week 3,796 vs. Previous Week 4,551

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 Payroll Resources

Summer Session Payroll Training was hosted in May 2022. Resources from the training are now posted on the [Summer Session website](#). Questions can be sent to Lisa Bargabus at lbargabus@ucsd.edu.

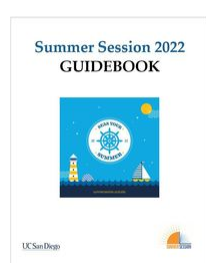
Resource Links:

- [Slides from the entire presentation](#)
- [Slides from Division of Graduate Education and Postdoctoral Affairs only](#)
- [Recording of the session](#)

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 build spreadsheets due to Registrar	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	Session 1 classes begin Tuition & fees due	Students: Add/drop classes Faculty Pay Date (Session 1) Tuition & fees due	Session 2 classes begin	Sessions end Reporting begins Faculty Pay Date (Session 2)

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 at the Teaching + Learning Commons](#)



Summer Session
 University of California San Diego
 Phone: 858-534-5258
 Email: summer@ucsd.edu

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