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
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.

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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

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**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.

<table>
<thead>
<tr>
<th>October</th>
<th>November</th>
<th>December</th>
<th>January</th>
<th>February</th>
<th>March</th>
</tr>
</thead>
<tbody>
<tr>
<td>Call for course proposals</td>
<td>Course proposals due</td>
<td>Preview of classes posted</td>
<td>Approved courses set up in system</td>
<td>Classroom assignmen ts Faculty teaching</td>
<td>Schedule of Classes available on TritonLink</td>
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<tr>
<td>April</td>
<td>May</td>
<td>June</td>
<td>July</td>
<td>August</td>
<td>September</td>
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<tr>
<td>Students begin enrollment</td>
<td>Enrollment management of waitlists</td>
<td>Students: Add/Drop Courses</td>
<td>Session 1 classes begin</td>
<td>Session 2 classes begin</td>
<td>Sessions end Reporting begins</td>
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<td></td>
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<td>Student fees assessed</td>
<td>Faculty pay day</td>
<td>Fees due</td>
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<td>Financial Aid app opens</td>
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**2024 Guidebook is now available!**

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

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**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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Summer Session  
University of California San Diego  
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Email: summer@ucsd.edu

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Visit us at: [https://summersession.ucsd.edu](https://summersession.ucsd.edu)

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