



## Summer Scoop

Week of July 29 - August 2, 2024

### Summer 2024 Headcount and Enrollment

Week 15: July 22 - July 26, 2024

Headcount	14,541
Enrollment	33,890
Waitlist	597

#### Course Modality:

Modality	# of Courses	Enrollment	Waitlist
In Person	374	10,218	59
Remote	438	17,661	423
Hybrid	33	1,832	0
Off Campus	468	4,179	115

**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.

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## Summer Session Important Dates and Information

**Session 2:** August 5 - September 7, 2024 (5 weeks)

- Payment Deadline: July 29, 2024
- Cancel for nonpayment: August 2, 2024
- Drop with 100% tuition reversal: August 9, 2024
- Add Deadline: August 9, 2024

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

*For deadlines for Special Session, please view the [Special Session Calendar](#).*

Questions? Please contact [Summer Session](#)

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## Summer Instructor & TA Payroll Updates

Session 2 payroll spreadsheets have been updated in the Payroll Documents folder of your department [OneDrive folder](#).

### Next Steps to Process Instructor Payments for the 8/30 Pay Date

1. Please finish hiring any remaining Summer Session instructors for Session 2.
2. To Pay Ladder-Rank Faculty, Lecturers, Visiting Professors, Adjunct Faculty, Recall Appointees:
  - a. **Deadline 8/7:** - Fill-in the **ToDo – AUGUST – Mass Upload Sheet** in your Payroll Documents folder.
  - b. If you have a **ToDo – SEPTEMBER – Mass Upload Sheet** for the 10/1 Pay Date, please also **complete that by 8/7**.
  - c. Summer Session will process the payments on your mass upload sheet
3. To Pay Graduate Student Associate Instructors & TAs:
  - a. Option 1 – **Deadline 8/1:** Download a [spreadsheet](#) to process payments using the Additional Pay Mass Upload with GEPA
    - i. [Use this form](#) to submit your mass upload sheet to GEPA by 8/1.

b. Option 2 – Enter the Additional Pay manually in UCPATH – Follow [UCPATH processing deadlines](#).

c. For additional guidance, click the “+” next to Additional Pay Mass Upload on this [GEPA Collab page](#).

Questions? Contact Lisa Bargabus at [summer-payroll@ucsd.edu](mailto:summer-payroll@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.

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 appointment letters sent out	Schedule of Classes available on TritonLink
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  Enrollment management for waitlist  Fees Due	Session 2 classes begin  Faculty Pay Date	Sessions end  Reporting begins

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## 2024 Guidebook is now available!

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

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



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Visit us at: <https://summersession.ucsd.edu>

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