



Summer Scoop

May 27 - May 30, 2025

Summer Session 2025

May 27, 2025 - Week 6

Enrollment and Headcount

Headcount	12,965
Enrollment	33,598
Waitlist	2,757

Course Modality

Modality	# of Courses	Enrollment	Waitlist
In Person	439	11,339	338
Remote	571	17,682	2,000
Hybrid	35	1,482	33
Off Campus	218	3,095	386

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.

**The ISA will remain open if your department would like to add or cancel courses. Summer Session will continue to approve new courses and cancellations. If you have any questions, contact us at summer-courses@ucsd.edu.*

Summer Session Payroll Training- This Thursday!

Please join representatives from Summer Session and Graduate Education & Postdoctoral Affairs (GEPA) to get the latest information regarding Summer Session 2025 payroll policies, procedures, and deadlines.

DATE* Thursday, May 29, 2025

1:00pm - 2:30pm

Join Zoom Meeting

<https://ucsd.zoom.us/j/94045113448>

Plan to send at least one representative from your unit. The more the merrier!

The session will be recorded and posted on the [Summer Session website](#).

Questions? Contact Lisa Bargabus at summer-payroll@ucsd.edu.

Summer 2025 Associate In Campaign Update

The IA System is now open for Associates-In applications! Associate Instructor (teaching a course) requests must be submitted through

the IA System.

Campaign Link:

[https://academicaffairs.ucsd.edu/Modules/ASES/Apply.aspx?
cid=6021](https://academicaffairs.ucsd.edu/Modules/ASES/Apply.aspx?cid=6021)

Deadlines:

- Upper-Division requests for Summer quarter must be **RECEIVED** in the Division of Graduate Education and Postdoctoral Affairs (GEPA) by **Monday, May 19, 2025 for timely processing.**

The deadline is June 2, 2025, to ensure this isn't late by EPC standards.

***Please note, late upper-division requests that are not submitted at least 4 weeks prior to the start of the term (by Monday, June 2, 2025) require an exception request that will route to EPC as per Academic Senate guidelines.*

- Lower-Division requests for Summer must be **RECEIVED** in GEPA by **Tuesday, May 27, 2025.**

Summer Graduate Teaching Scholars

GEPA needs to perform a final review of your graduate students participating in the 2025 Summer Graduate Teaching Scholars (SGTS) program. For your convenience, the student SGTS applications have already been automatically copied into the Summer AI campaign. Look for an email notification from the IA System to review the Summer AI applications for your SGTS students and submit for final approval. Please plan to adhere to the deadlines above.

For additional information, please refer to these links:

- [Summer Session 2025 Associate Instructor Campaign](#)
- [Academic Senate Guidelines](#)
- [Department Nomination Template Letter](#)
- [Graduate Financial Support Calendar](#)
- [GEPA Collab Page on AI Process](#)
- [Associate Instructor Summer Session Course Salaries.](#)

Summer E-grades

As we move into the Summer, this a reminder about the access requirements for eGrades. As new instructors are onboarded, it is critical that they be guided to complete the [SSO self-registration process](#) prior to grading.

For more information on accessing eGrades, please refer to this step by step [Guide](#). If you have any remaining questions, comments, or concerns regarding eGrades, contact: egrades@ucsd.edu

Summer Session Resources

If you still have more questions, please feel free to take a look at these resources under the [Staff and Faculty Resource Page](#):

If you missed the How to hire an instructor training, here are the slides and video from the presentation:

- [Instructor Appointment Handbook](#)
- [Video Recording from Training on 1/22/25](#)
- [Summer 2025: How to hire instructors Presentation from 1/22/25](#)
- [GEPA's Presentation from 1/22/25](#)

Here are some other useful information found on our website:

- **NEW** – [Summer Instructor Misconduct Disclosure Process for SB 791 Compliance](#)
- [SB 791 policies and procedures on the APS website](#) (see For Summer Session Appointees under the Disclosure Collection Process)
- [ISA Quick Start Guide](#)
- [Summer Session Guidebook](#)
- [Summer Session Kickoff Meeting Slides](#)

- [Summer Session ISA Training Video](#)

Questions? Contact Lisa Bargabus at summer-courses@ucsd.edu.

Summer Session 2025 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

Engaged Teaching Hub

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



Email: summer@ucsd.edu

Need more information?
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