Summer Scoop

April 21- April 25, 2025

Summer Session 2025

April 21, 2025

Enrollment and Headcount

Headcount	8,777
Enrollment	22,545
Waitlist	2,008

Course Modality

Modality	# of Courses	Enrollment	Waitlist
In Person	448	7,833	345
Remote	527	11,663	1,354
Hybrid	28	891	17
Off Campus	131	2,108	292

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.

New Incoming and Visiting Student Enrollment Opens TODAY!

Now that continuing UC San Diego students have had one week of priority to enroll into their courses, incoming and visiting student enrollment has now opened.

Visiting Students cannot enter preauthorization requests until they have PIDs. They will need to complete the steps on our Enrollment page first. They can access EASy about 24 hours after they create their application and set up their account. These students appreciate a quick response regarding approvals for enrollment. Thank you to team members managing the EASy system.

Waitlist Management

As of April 21st, there are more than 2,000 students are waiting to enroll in specific courses. Here's a short list of best practices for consideration to increase enrollment to meet the needs of students on a waitlist:

Courses taught in-person

1. Request a larger classroom directly with the Registrar.
- If the course is scheduled in a general use classroom (Registrar) – an increase of 10% is allowed without notice
- If the course is scheduled in departmental space, an increase is allowed without notice.

2. Add additional sections of the course in ISA (Instructional Scheduling Assistant).

3. Add more courses of related interest in ISA.

4. Change modality from In-person to Remote Instruction, if classroom space is not available

Courses taught Remote
1. Increase the enrollment limit in ISIS (Integrated Student Information System).
2. Add additional sections of the course in ISA.
3. Add more courses of related interest in ISA.

The ISA will remain open to allow departments to make changes in order to assist with student demand. If you have any questions, please contact us at summer@ucsd.edu

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Summer Session Website Updates

Remote Courses

Summer Session receives many questions about remote course offerings and to help students search for courses, we created this Remote Courses website. We will be updating this chart weekly as we receive requests for new courses or cancelled courses. We also made notes if the class is hybrid.

Graduate Student Enrollment

Summer Session is beginning to see an increase in graduate students interested in enrolling for summer. We added their category to the enrollment page to assist them. Current students should be able to enroll without an appointment time or application. Incoming students must have approval to enroll from their home department. Graduate coordinators- if you approve a student to enroll in summer before they start in the fall, please contact your Admissions Evaluator to update their record.

If you have any questions, contact us at summer@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

Deadlines:

- Upper-Division requests for Winter quarter must be **RECEIVED** in the Division of Graduate Education and Postdoctoral Affairs (GEPA) by **Monday, May 19, 2025.**
- Lower-Division requests for Summer must be **RECEIVED** in GEPA by **Tuesday, May 27, 2025.**

**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.

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 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

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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](#)