Week of October 29 to November 2

### Appointment File Training

**When?**
Wednesday, December 5th, 2018

**Time?**
9am to 10:30am

**Where?**
Dolores Huerta Room (Original Student Center)

Please RSVP at this link before Friday, November 9.

### Business Service Announcement

Departments with discrepancies need to immediately make PPS corrections and copy summer-payroll@ucsd.edu.

Summer Session business ledger closes on October 31, 2018.

### Summer Session Webinar Series

Summer Session will be hosting interactive live info sessions online via Zoom every second Friday of the month covering different topics beginning on Friday, November 9. The webinars are going to be recorded and posted to the Summer Session website.

On Friday, November 9, there will be two webinars discussing a general summer overview. The first webinar will be for UC San Diego students, and the second will be for visiting students. For questions, please contact Renée Lee at renee@ucsd.edu or x48277. Details and hyperlinked to the webinar are below:

**UCSD Students**

- **When?**
  - Friday, November 9, 2018
  - 1:00pm to 2:00pm
- **Click here to RSVP and attend**

**Visiting Students**

- **When?**
  - Friday, November 9, 2018
  - 3:30pm to 4:30pm
- **Click here to RSVP and attend**

### Course Scheduling Resources

- **Tips & Changes for Summer Session 2019**
- **Summer Session Guidebook 2019**
- **5-Year Enrollment History Report**
- **ISA Tutorial Document**
- **ISA Training Site**
- **Recorded ISA Summer Session Webinar**

Please submit ISA feedback within the system so that the ISA team can assess and address any issues that may arise.

For questions regarding summer course scheduling, please contact Matt Sapien at summer-scheduling@ucsd.edu or at x44744.

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*** Need More Information? ***

Visit us online at: [http://summer.ucsd.edu](http://summer.ucsd.edu) or email us directly at summer@ucsd.edu

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