

UC DAVIS

SUMMER SESSIONS

Registration Information

Registration using SISWeb begins for all students on Monday, May 4, 2009 (estimated). Seniors and graduate students may begin at 8 a.m., juniors may begin at 11 a.m., sophomores, freshmen and non-UC Davis students may begin at 2 p.m. Once your registration time period begins, you may access SISWeb at any time. Again, Session One and Session Two registrations do not use the regular fall, winter, spring appointment periods.

Non-continuing UC Davis students, other UC students and all non-UC students must complete a Summer Sessions application to attend UC Davis Summer Sessions.

Late Schedule Adjustments

Every effort should be made to adjust your schedule prior to the last day to add or drop, which is listed in the Summer Sessions calendar. In the unlikely event you need to make adjustments to your schedule (i.e., to drop, add, or do a section switch) after the last day to add or drop for each session, but before the final is given, special permission is required and is not guaranteed.

- **To add a course:** request a Permission to Add (PTA) number from the department that is offering the course. Access SISWeb and add the course within 72 hours of obtaining the PTA. Your account will be billed \$3 for a late adjustment fee.
- **To drop a course:** go to your college dean's office and provide documentation to support your reason for the late drop (academic reasons are not acceptable). If your request is approved, a Permission to Drop (PTD) will be provided. Access SISWeb and drop the course within 72 hours of obtaining the PTD. Your account will be billed \$3 for a late adjustment fee.

Once the course final has been given, all adjustments are considered to be retroactive changes and require documentation of exceptional circumstances. Please consult the UC Davis General Catalog for information on retroactive changes. Additional information can be obtained from the Office of the University Registrar, 12 Mrak Hall.

Open Course List

During registration for Summer Sessions One and Two, you can find open courses by looking at the open courses listing.

- [Summer Sessions I Open Courses](#)

- Summer Sessions II Open Courses

The open courses listing will begin being updated Monday, May 4, for both sessions, and will be updated frequently between 6 a.m. and midnight Monday through Friday during registration periods. Use the course list in this catalog as a guide—the number of available seats changes continually during registration.

Permission To Add/Permission To Drop, (PTA/PTD)

Permission To Add (PTA) numbers are assigned by the department offering the course. Permission To Drop (PTD) numbers are assigned by the student's College Dean's Office for UC Davis students. Non-UC Davis students are assigned PTD's by the College Dean's Office that is offering the course. PTAs and PTD's become invalid if not used within three (3) days of issuance

Wait Lists

You may place yourself on a wait list if the course you want to add is closed/full. Wait lists are established on a first-come, first-served basis. SISWeb will tell you where you are on the wait list (position #1 means first on the list).

Students are moved from wait lists into available seats each night after registration closes. Check your wait list status the day after you register and then periodically to see if you are enrolled in the course. You are responsible for checking the wait list to see if you have been enrolled in the course and for dropping the wait-listed course if you decide that you no longer want that course. It is your responsibility to drop any courses you are not actually attending.

Wait lists will end at midnight on the day listed in the Summer Sessions calendar for Session One and Session Two courses. At that time you will be dropped from any wait lists.

Continuing UC Davis students who are receiving summer financial aid and have been placed on a wait list should be aware that the wait-listed course(s) do not count toward full-time enrollment status or the financial aid requirements, but do count toward the registration unit limit per session.

Variable-Unit Courses

When enrolling in directed group study, independent study or internship courses (98, 198, 99, 199, 92, 192), you are required to complete appropriate departmental forms and obtain the appropriate CRN from the department.

Graduate students who wish to enroll in research or internship courses (292, 298 or 299) must obtain approval from the instructor and the CRN from the department. Log on to SISWeb and register in the course.

Closed/Cancelled Courses

SISWeb will check the status of each course before you can enroll. If the course has been closed or canceled, please enter the Course Reference Number (CRN) for your alternate choice.

If you do not know the CRN for a course, you can search for courses by clicking on “Class Search” for a list of available courses or the Summer Sessions course schedule. Canceled courses will automatically be dropped from your schedule.

You should confirm your schedule by accessing SISWeb prior to the first day of the session and periodically throughout the session.

Restrictions on Courses

Some courses listed in the Summer Sessions catalog have restrictions. SISWeb will not allow you to register for these courses unless you are eligible. To request permission to waive the restriction, contact the department offering the course.

If approved, the department will issue a Permission to Add (PTA) number. Use SISWeb to add the course. PTAs become invalid if not used within three (3) days of issuance. The last day to add a course with a PTA is listed in the Summer Sessions calendar.

Passed/Not Passed (P/NP) Option

The last date to file for P/NP grading is listed in the Summer Sessions calendar. After that date the P/NP grading option is no longer available over SISWeb and continuing UC Davis students must obtain permission to take a course P/NP from the dean of their college.

After the last date on SISWeb, non-continuing UC Davis students must obtain permission from the Office of the University Registrar, 12 Mrak Hall. Office hours are 9 a.m.-4 p.m. Monday through Friday.

Registration Cautions

Corequisite Courses

A few courses offered during Summer Sessions have corequisites. This means you must register for both the course and its corequisite. SISWeb will inform you if the Course Reference Number (CRN) you requested requires a corequisite.

Duplicate Course Sections

SISWeb checks all CRN's for duplicate course sections and will prompt you to drop one of the sections if duplicated.

Prerequisites

SISWeb does not check to see if you have completed any prerequisites for a particular course. Checking prerequisites is the student's responsibility, and you should do so by referring to the UC Davis General Catalog.

Instructors have the right to ask students to drop a course if they have not completed the appropriate prerequisites. If this is the case, it is the student's responsibility to drop the course using SISWeb. At the request of the instructor, the Office of the University Registrar will drop a student who has not completed the appropriate prerequisites.

Time Conflicts

SISWeb will not allow you to add a course that conflicts with another course on your schedule. The instructor's permission is required to add a course that has a time conflict with another course in your schedule. If you receive permission, you will need to obtain a Permission to Add (PTA) from the department to enroll in one of the conflicting courses.

Registration Unit Limit

You can enroll in up to 15 units per session. SISWeb will drop the course you added if the number of units you request exceeds the total amount allowed for the session. As described in the Academic Policies section page, dean's office approval is required to exceed this limit.

Photo ID for New Students

New students should obtain a photo ID card in 12 Mrak Hall starting June 18 for Session One and starting July 30 for Session Two. Photos will be taken from 9 a.m. to 4 p.m.

Grades

Grades will be available on SISWeb beginning Aug. 13 for Session One and Sept. 24 for Session Two. Please contact the Office of the University Registrar for more information on ordering transcripts.

Students with Disabilities

Assistance with registration is available through the Student Disability Center for students with disabilities.

If you have a documented disability-based need for assistance with registration, please contact the Student Disability Center at 160 South Silo or by phone at (530) 752-3184 (voice); or (530) 752-6833 (TTY). Reach the center's Web site at sdc.ucdavis.edu.

Registration Hot line: (530) 752-3639

Students who need assistance using SISWeb may call the registration hot line at (530) 752-3639 during normal business hours.