

Summer Session 2021 Standard Times, Teaching Modality, & Sections Guidelines

Summer Session Dates with Corresponding Semesters and Sections

Summer is comprised of three sessions: Summer All, Summer One and Summer Two. Summer uses specific sections to indicate a summer session. Below is a chart outlining the summer session dates and corresponding semester and sections.

The deadline date for the summer schedule of class's entries is **Friday, February 12, 2021**. Please see the summer session scheduling timeline for additional details.

Session	Date Range	Semester	List Section(s) as:
Summer All (Fourteen-weeks)	May 21– August 12 Exam Day: August 13 Makeup Exams: August 16	<u>M21</u>	<ul style="list-style-type: none"> • Full semester fourteen-week courses: A, B, C, • First six-plus week minis: *5 Example: A5, B5, C5 • Second six-plus week minis: *6 Example: A6, B6, C6 • Graduate Reading & Research: must be R • Internships and Practicums: should be I <p>Notes:</p> <ul style="list-style-type: none"> • Do <u>not</u> use sections E, F, G, H. These sections are for the Pre-College programs. These programs are in semester N21 • Do <u>not</u> use sections S, T, U or V. • Tepper & Heinz should enter sections under M21 semester, like fall and spring.
Summer One (Six-plus weeks)	May 21 – July 1 Exam Day: July 2	<u>M21</u>	<ul style="list-style-type: none"> • Must use sections: S or T <p>Note:</p> <ul style="list-style-type: none"> • This is a condensed semester and is not considered a mini course.
Summer Two (Seven weeks)	July 6 – August 12 Exams: August 13	<u>N21</u>	<ul style="list-style-type: none"> • Must use sections: U or V • Pre-College program sections: E, F, G, H • Dalcroze program <p>Notes:</p> <ul style="list-style-type: none"> • This is a condensed semester and is not considered a mini course. • For Pre-College program sections: set course reservations as special permission = Y; and add a course note that these sections are for pre-college only.

- Graduate Reading and Research program courses need to be confirmed at this time with just section letter of **R**.
- If you are offering Internships or Practicum courses, label the course title as Internship or Practicum, and need to be confirmed at this time with just section letter of **I**.

Standard Course Meeting Times

To maximize efficient student scheduling and use of classroom space, courses must conform to standard meeting times. Departments are strongly encouraged to **spread out** their course offerings to allow students greater flexibility in selecting courses. Please note that we anticipate that 10:40 a.m. and 2:00 p.m. start times are heavily used during the summer months. We may not be able to accommodate all requests.

Summer sessions are generally shorter than fall and spring. Below is a list of standard meeting times and days for the Pittsburgh campus.

Standard Meeting Days for Pittsburgh Campus	Meeting Times
Undergraduate Courses	
MTWRF (courses meeting daily, M-F)	9:00-10:20 a.m.
<i>All six-plus week summer courses must meet daily for at least 80 minutes to ensure adequate contact time and meet university course requirements.</i>	10:40-12:00 noon
	12:20- 1:40 p.m.
	2:00- 3:20 p.m.
	3:40- 5:00 p.m.
	6:30- 7:50 p.m.
Graduate Courses	
One day/week with fourteen-week duration	Follow Fall/Spring meeting time guidelines
Two days/week with six-plus week duration	
<i>Minimum course length of 3.5 hours/week</i>	
For courses with non-standard times, please correspond with us directly.	

If you have any questions, please feel free to contact Kensee Lusebrink at x8-8250 or courses@andrew.cmu.edu.