

**JOHNS HOPKINS UNIVERSITY**

**Office of the Registrar  
Summer 2008 Registration**

For Course listings, go to [www.jhu.edu/summer](http://www.jhu.edu/summer)

**Summer I Term Dates: May 27 – June 27**  
**Summer II Term Dates: June 30 – August 1**  
**Online Math Courses: June 16 – August 1**

**Online Registration Dates for Summer 2008** begins on Monday, April 7 at 7:00 a.m. **No Adviser holds** - just register! AS/EN undergraduates can register, add, drop, or withdraw (within the deadline dates) without adviser approval.

Registration Dates:

April 7 – May 16: Summer I term.  
April 7 – June 20: Summer II term.

**NEW FEATURE!** In the past, students could only drop summer courses in person. You now have access to drop online!

Deadline Dates for Drops:

May 30: Summer I term.  
July 7: Summer II term.

Tuition payment is due:

May 16: Summer I term  
June 20: Summer II term

Late Registration Fees:

May 19 – May 30: Summer I term  
June 23 – July 3: Summer II term

Course cancellations due to low enrollment will be available at [www.jhu.edu/summer](http://www.jhu.edu/summer) on May 20 for Term I and on June 24 for Term II.

**Please read the following online registration directions carefully:**

- **Have your JHED ID (login identification) and Password available!** You will not be able to access ISIS for Students without this information. If you cannot remember your JHED ID, when you are on campus, go to <http://my.jhu.edu>, click on Advanced Person Search (upper right hand side) and type in your name. For problems accessing the system, the Support Center at 410-516-HELP is available 24 hours, 7 days a week.

**Before April 7:** you must take care of the following:

- Check to see if you have holds. If you see the word “Alerts” in red above the toolbar, click to see what is required to release the hold(s).
- Update biographic and address information (under Personal Info/Summary).
- Fill in emergency contact and family info (under Personal Info).
- Add to your cart to store your classes until April 7 (under Academic Info).

**On April 7:**

- Add your courses from My Cart (click the Register button).
- Add courses from the Search Results page.
- Drop undesired courses.

**To learn how to setup your Browser, go to <https://isis.jhu.edu>, scroll down and click on Browser requirements.**

**To access ISIS for Students:**

Please note: The system will automatically log you out after 5 minutes of inactivity. If this happens, you will need to log in again to complete whatever transactions you wish to process.

- Go to [isis.jhu.edu](http://isis.jhu.edu)
- Sign In and enter your JHED ID and Password
- Under Academic Info/My Class Schedule:
  - ◆ Check your course schedule for conflicts, click on Weekly Calendar
  - ◆ **IMPORTANT STEP: Print your Enrollment Summary (Control P) for reference and receipt.**
- Close your browser by using the **red X** in the upper right hand corner of the screen.

Room Schedules are located at <http://www.jhu.edu/registrar>. Click on Undergrad and Grad students and click on the Green Room Schedule button at the top of the page.

**Drop/Withdraw Tuition Refund Schedule (Fees are not refundable)**

	<b>Drop 100% Refund</b>	<b>Drop 90% Refund</b>	<b>Drop 75% Refund</b>	<b>Withdraw* 50% Refund</b>	<b>Withdraw* No Refund</b>
<b>Term I</b>	On or before May 1	May 2-27	May 28-30	June 2 -6	June 9-13
<b>Term II</b>	On or before May 29	May 30-June 30	July 1-7	July 8-11	July 14-18

*\*WD on transcript*

Follow Term II deadlines for Independent Study and Research.  
Follow Term II deadlines for Math Online Courses.

**Please note:** Online Registration will NOT be available for:

Independent Study/Research  
Satisfactory/Unsatisfactory Option  
Graduate Level Courses  
Registrations after May 16 for Summer Term I or after June 20 for Summer Term II.

**TO ENROLL IN A NON-JHU SUMMER COURSE:**

- Obtain a Supplemental Registration Form from the Registrar’s Office. Enter all summer course work on this form (you do not need to enter course work on a JHU Registration Form).
- Obtain the required signatures:
  - Arts and Sciences Students
    - 👉 Elective course = Office of Academic Advising
    - 👉 Course for major/minor = Officer of Academic Advising AND major/minor adviser
    - 👉 Physics courses = signature from the Physics Department
  - Engineering Students
    - 👉 All Courses = Faculty Adviser AND Office of Academic Affairs
    - 👉 Physics courses = signature from the Physics Department

Please note: If the course is accepted for transfer, the credit will be entered, but the **Grade Will Not Be Recorded**.

- For Arts & Sciences students: submit the signed registration form to the Office of Academic Advising.  
For Engineering students: submit the signed registration form to the Office of Academic Affairs.
- Send an official transcript of your non-JHU summer course to: Attn: Office of Academic Advising, 322 Garland Hall (Arts and Sciences) **or** Office of Engineering Advising, 126 NEB (Engineering), Johns Hopkins University, 3400 N. Charles Street, Baltimore MD 21218-2688.