JOHNS HOPKINS UNIVERSITY  
Office of the Registrar, Homewood Campus  
SUMMER 2016 REGISTRATION INFORMATION  
REGISTRATION BEGINS ON TUESDAY, MARCH 8TH

## APPLICABLE DATES FOR SUMMER COURSE LISTINGS FOUND AT

www.jhu.edu/summer

<table>
<thead>
<tr>
<th>TERM NAME</th>
<th>COURSE DATES</th>
<th>ONLINE AND IN-PERSON REGISTRATION</th>
<th>LAST DAY TO ADD</th>
<th>LAST DAY TO DROP</th>
<th>LAST DAY TO SELECT S/U GRADING***</th>
<th>LAST DAY TO WITHDRAW W on transcript</th>
<th>TUITION****</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term I sections 11, 12, 74, 91</td>
<td>May 23—June 24</td>
<td>March 8—May 27</td>
<td>May 27</td>
<td>May 29</td>
<td>June 10</td>
<td>May 13</td>
<td></td>
</tr>
<tr>
<td>Term II sections 21, 22, 23, 75, 92</td>
<td>June 27—July 29 No classes July 4</td>
<td>March 8—July 1</td>
<td>July 1</td>
<td>July 3</td>
<td>July 15</td>
<td>June 17</td>
<td></td>
</tr>
<tr>
<td>Mini Term I (2 weeks) sections 71, 76, 93</td>
<td>June 20—July 1</td>
<td>March 8—June 18</td>
<td>June 18</td>
<td>June 22</td>
<td>June 25</td>
<td>June 10</td>
<td></td>
</tr>
<tr>
<td>Mini Term II (2 weeks) sections 72, 77, 94</td>
<td>July 5—July 15</td>
<td>March 8—July 2</td>
<td>July 2</td>
<td>July 6</td>
<td>July 9</td>
<td>June 24</td>
<td></td>
</tr>
<tr>
<td>Mini Term III (2 weeks) sections 73, 78, 95</td>
<td>July 18—July 29</td>
<td>March 8—July 16</td>
<td>July 16</td>
<td>July 20</td>
<td>July 23</td>
<td>July 8</td>
<td></td>
</tr>
<tr>
<td>Online Psychology** section 87</td>
<td>May 23—July 29</td>
<td>March 8—May 27</td>
<td>May 27</td>
<td>May 29</td>
<td>June 10</td>
<td>May 13</td>
<td></td>
</tr>
<tr>
<td>Online Math* section 88</td>
<td>June 6—July 29</td>
<td>March 8—July 1</td>
<td>July 1</td>
<td>July 3</td>
<td>July 15</td>
<td>June 17</td>
<td></td>
</tr>
</tbody>
</table>

*Non-JHU Students must be fully registered by May 29, 2016 for Online Math  
**Non-JHU Students must be fully registered by May 15, 2016 for Online Psychology  
***Grading System changes to S/U can only be done in-person at the Office of the Registrar  
**** Due by the end of month in which you register but no later than date listed in above chart

## REFUND DATES FOR SUMMER COURSE LISTINGS FOUND AT

www.jhu.edu/summer

<table>
<thead>
<tr>
<th>Course</th>
<th>Drop 100% Refund</th>
<th>Drop 90% Refund</th>
<th>Drop 75% Refund</th>
<th>Withdraw 50% Refund</th>
<th>Withdraw No Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term I sections 11, 12, 74, 91</td>
<td>On or before April 29</td>
<td>April 30—May 25</td>
<td>May 26—May 29</td>
<td>May 30—June 5</td>
<td>June 6—June 10</td>
</tr>
<tr>
<td>Term II sections 21, 22, 23, 75, 92</td>
<td>On or before May 27</td>
<td>May 28—June 29</td>
<td>June 30—July 3</td>
<td>July 4—July 10</td>
<td>July 11—July 15</td>
</tr>
<tr>
<td>Mini Term I (2 weeks) sections 71, 76, 93</td>
<td>On or before June 20</td>
<td>not applicable</td>
<td>not applicable</td>
<td>June 21</td>
<td>June 22—June 25</td>
</tr>
<tr>
<td>Mini Term II (2 weeks) sections 72, 77, 94</td>
<td>On or before July 5</td>
<td>not applicable</td>
<td>not applicable</td>
<td>July 6</td>
<td>July 7—July 9</td>
</tr>
<tr>
<td>Mini Term III (2 weeks) sections 73, 78, 95</td>
<td>On or before July 18</td>
<td>not applicable</td>
<td>not applicable</td>
<td>July 19</td>
<td>July 20—July 23</td>
</tr>
<tr>
<td>Online Psychology** section 87</td>
<td>On or before April 29</td>
<td>April 30—May 25</td>
<td>May 26—May 29</td>
<td>May 30—June 5</td>
<td>June 6—June 10</td>
</tr>
<tr>
<td>Online Math* section 88</td>
<td>On or before May 27</td>
<td>May 28—June 29</td>
<td>June 30—July 3</td>
<td>July 4—July 10</td>
<td>July 11—July 15</td>
</tr>
</tbody>
</table>

THE UNIVERSITY IS CLOSED AND CLASSES ARE CANCELLED ON:  
- Wednesday, May 18, 2016 for Commencement at Homewood  
- Monday, May 30, 2016 for Memorial Day  
- Monday, July 4, 2016 for Independence Day

<table>
<thead>
<tr>
<th>SECTIONS</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>11, 12, 21, 22</td>
<td>Homewood Campus</td>
</tr>
<tr>
<td>71, 72, 73, 74, 75, 76, 77, 78</td>
<td>Montgomery County Campus</td>
</tr>
<tr>
<td>91, 92, 93, 94, 95</td>
<td>Washington, DC Campus</td>
</tr>
<tr>
<td>87, 88</td>
<td>Online</td>
</tr>
</tbody>
</table>
APPLICABLE DATES FOR ALL OTHER SUMMER COURSE OFFERINGS
including (but not limited to) Independent Academic Work, Graduate Level, Non-Academic Department Offerings

<table>
<thead>
<tr>
<th>TERM NAME</th>
<th>COURSE DATES</th>
<th>ONLINE AND IN-PERSON REGISTRATION</th>
<th>LAST DAY TO ADD</th>
<th>LAST DAY TO DROP no record on transcript</th>
<th>LAST DAY TO SELECT S/U GRADING***</th>
<th>LAST DAY TO WITHDRAW W on transcript</th>
<th>TUITION****</th>
</tr>
</thead>
<tbody>
<tr>
<td>Independent Study</td>
<td>May 23—July 29</td>
<td>March 8—July 1 in-person only</td>
<td>July 1</td>
<td>July 3</td>
<td>July 15</td>
<td>NO TUITION CHARGES</td>
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<tr>
<td>Independent Research</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Internship</td>
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<tr>
<td>Thesis</td>
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</tr>
<tr>
<td>Graduate Level</td>
<td>May 23—July 29</td>
<td>April 5</td>
<td>June 3</td>
<td>June 5</td>
<td>July 3</td>
<td>May 13</td>
<td></td>
</tr>
<tr>
<td>Non-Academic Department Offerings</td>
<td>May 23—July 29</td>
<td>March 8</td>
<td>June 3</td>
<td>June 5</td>
<td>July 3</td>
<td>May 13</td>
<td></td>
</tr>
</tbody>
</table>

As stated in the [2015-2016 University Catalog](#):

Prohibition on Registering for Courses that Meet at the Same Time
Registering for two classes that meet at the same time or overlapping times is not permitted except as a temporary measure during the first weeks of the semester when students are still deciding on which classes to take. By the end of the first two weeks of classes, students must resolve time conflicts in their schedules.

SIGNATURE REQUIREMENTS

- Prior to the deadline, only course-specific signatures are required
- After ADD Deadline
  - AS—signatures required ([in order](#)) Academic Advising and Summer Programs
  - EN—signatures required ([in order](#)) Academic Affairs and Summer Programs
- After DROP or WITHDRAWAL Deadline
  - AS—signatures required ([in order](#)) Academic Advising and Summer Programs
  - EN—signatures required ([in order](#)) Academic Affairs and Summer Programs
- Independent Study/Research/Internship/Thesis
  - Prior to Deadline Signature of Faculty Sponsor
  - After Add or Drop Deadline
    - AS—Faculty Sponsor and Academic Advising signatures required
    - EN—Faculty Sponsor and Academic Affairs signatures required

PREPARATION FOR REGISTRATION (PRIOR TO MARCH 8TH)
ISIS for Students: you will be automatically logged out after 5 minutes of inactivity. Should your session time out, you will need to log in again to complete unprocessed transactions.

1. Periodically check the Announcements page for updates. Announcements will appear on the first page when you log in, or go to Personal Info and Announcements if you are on another page.
2. Ensure your browser is accurately set-up for ISIS for Students.
   a. Go to [isis.jhu.edu](#)
   b. Click on “browser requirements” near the bottom of the page
3. Check ISIS for Students 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). Once you have completed what is required, the alert disappears the next time you log back into ISIS for Students.
4. If needed, update your biographical and address information (under Personal Info/Summary)
5. If needed, fill in emergency contact and family info (under Personal Info)

Advising: If applicable, you must see your advisor to release the Advising Alert. If you attempt to register in-person and your Alert has not been cleared, you will be sent to your advisor. If you have more than one major, you will have more than one Advising Alert. You must see
My Cart: you are able to select potential courses and add them to your cart within ISIS Self Service. To add courses to My Cart:
1. Go to isis.jhu.edu
2. Sign in with your JHED ID and enter your password
3. Under Registration, select Search for Classes
4. Select Summer 2016 from the dropdown
5. After searching for and finding your class, check Select and click Add to Cart.
   a. Courses in My Cart are processed in the order listed. Drag & drop courses to reorder the list.
6. When finished adding all of your classes to your cart, close your browser by using the red X in the upper right hand corner of the screen (PC) or by using the red dot in the upper left hand corner of the screen (MAC).

REGISTRATION (Beginning March 8th)
If you chose to add courses to My Cart prior to your registration date, you must complete these steps to register:
1. Go to isis.jhu.edu
2. Sign in with your JHED ID and enter your password
3. Under Registration, select My Cart
4. Ensure the Academic Period is set to Summer 2016
5. Check the box on the right for each course in My Cart that you wish to register for
   a. Courses in My Cart are processed in the order listed. Drag & drop courses to reorder the list.
6. Click Register at the bottom of the screen

If you do not currently have courses in My Cart, you may also register by searching for classes:
1. Go to isis.jhu.edu
2. Sign in with your JHED ID and enter your password
3. Under Registration, select Search for Classes/Registration
4. Ensure the Academic Period is set to Summer 2016
5. Search for classes
6. Check the box on the right to Select the course
7. Click Register at the bottom of the screen

If you need to make changes to your registration:
1. Go to isis.jhu.edu
2. Sign in with your JHED ID and enter your password
3. Under Registration, select Add/Drop Classes
4. Check the box on the right for each undesired courses to Drop and click Drop Class.
5. Check your course schedule for conflicts. Under Registration, select My Class Schedule, and then click on Weekly Calendar
6. To print a copy of your schedule, select Print my class schedule in the Actions box on the right

SHOULD ANY SUMMER COURSE BE CANCELLED DUE TO LOW ENROLLMENT, A LIST WILL BE AVAILABLE AT WWW.JHU.EDU/SUMMER

NON-JHU SUMMER COURSEWORK
Prior to obtaining forms, please review “Registering for Courses at Other Colleges and Universities After Matriculation” in the 2015-2016 University Catalog. Once you have reviewed the policy:

- ARTS AND SCIENCES STUDENTS
  o Obtain a Supplemental Registration Form from the Academic Advising Office
  o Enter all summer course work on this form (not on a JHU Registration Form)
  o Obtain the required signatures
    ▪ Elective Course requires a signature from the Office of Academic Advising
    ▪ Major/Minor Course requires signatures from the Office of Academic Advising and your Major/Minor Advisor
    ▪ General Physics, Economics, German, or a Romance Language requires a signature from that Department whether the course is a requirement or an elective.
    ▪ Courses must be taken for a grade.
  o Submit the signed registration form to the Office of the Registrar
• ENGINEERING STUDENTS
  o Obtain a Supplemental Registration Form from the Office of Academic Affairs
  o Enter all summer course work on this form (not on a JHU Registration Form)
  o Obtain the required signatures
    ▪ All Courses require signatures from your Faculty Adviser and the Office of Academic Affairs
    ▪ General Physics, Economics, German, or a romance language requires a signature from that Department
      whether the course is a requirement or an elective.
    ▪ Courses must be taken for a grade.
  o Submit the signed registration form to the Office of the Registrar

NOTE: FOR NON-JHU SUMMER COURSEWORK:

• A grade of C or better is required.
• The course title and the number of credits, but not the letter grade, are reported on the Hopkins academic record.
  Transfer coursework will not be calculated into your JHU grade point average (GPA).
• To ensure that approved credit is posted to your Hopkins academic record, you must do one of the following:
  1. Request an official transcript of your non-JHU summer coursework be sent to:

     Johns Hopkins University
     Office of the Registrar
     Attention: Mrs. Gray
     75 Garland Hall
     3400 N. Charles Street
     Baltimore MD 21218-2688

  2. Request an official transcript of your non-JHU summer coursework be sent directly to your mailing address.
     Once you receive this do not open it. Bring the sealed envelope to the Office of the Registrar. Transcripts
     that are opened prior to submission to the Office of the Registrar are no longer considered official and will
     be not used to for credit posting.