Welcome to SUNY-ESF Summer Semester! We are excited to offer a diverse array of courses and summer terms that are designed to meet your needs and help you achieve your academic and professional goals. We hope that you will enjoy and benefit from the exciting opportunities offered through Summer Semester.

The following information is included in this document to help you succeed in your summer semester course work:

- **Summer Sessions**
- **About Courses**
- **How To Register**
- **Audits and Non-credit Options**
- **Waitlist**
- **Dropping a Course**
- **Tuition, Fees and Billing**
- **Financial Aid**
- **Housing**
- **Parking**
- **Helpful Links and Resources for ESF Students**

### Summer Sessions

- Maymester (2 weeks)
- Summer Session 1 (6 weeks)
- Summer Session 2 (6 weeks)
- Combined Session (12 or 13 weeks)

Please refer to the Summer Session web page for specific dates: [http://www.esf.edu/visiting/summer](http://www.esf.edu/visiting/summer)

### About Courses

Courses represent a range of academic and professional disciplines available in ESF’s undergraduate and graduate programs. Courses are offered in online, classroom, lab, and/or field-based formats. For a complete list of courses, course schedules and descriptions, visit: [http://www.esf.edu/visiting/summer](http://www.esf.edu/visiting/summer).

### How To Register

If you are a student currently matriculated in an ESF undergraduate or graduate degree program, you must register for summer session courses through the ESF Registrar’s Office.
Pick up, complete and return your signed **SUNY-ESF Registration Form** (available at the ESF Registrar’s Office, 111 Bray Hall) directly to the ESF Registrar's Office. Please note that there is no 5 digit class number for Summer Session courses. During the Summer Semester, MySlice is not in operation, and, indeed, may give misleading information about the availability of Summer Semester classes. Please do NOT use MySlice when searching for or registering for Summer classes.

Matriculated Syracuse University students must register as Visiting Students for Summer Semester classes. SU students should refer to [www.esf.edu/visiting](http://www.esf.edu/visiting) for further information.

For questions about registration, contact the ESF Registrar (111 Bray Hall) at 315.470.6657 or registrar@esf.edu / www.esf.edu/registrar.

**Registration Deadlines:** All students taking Summer Session courses should be aware of timelines for registration, and for adding and dropping courses. Please refer to the following web page for pertinent information: [http://www.esf.edu/visiting/summer/deadlines.htm](http://www.esf.edu/visiting/summer/deadlines.htm).

In addition, some courses with unique schedules have their own add and drop deadlines. These can be found in the course descriptions at [http://www.esf.edu/visiting/summer/coursedescriptions.htm](http://www.esf.edu/visiting/summer/coursedescriptions.htm).

### Audits and Non-credit Options

- Audits and non-credit registrations are not available for Summer Session.

### Waitlist

In the even that a class is full, a waitlist will be created. Students on the Waitlist will be added to the class in chronological order of joining the waitlist. In order to be added to the Waitlist, a student must submit a Registration Form to the Registrar.

### Dropping a Course

- Complete a **SUNY-ESF Registration Form** (available at the Registrar’s Office) and return the completed form to the Registrar’s Office. During Summer Sessions, this form requires the student signature only. As an alternative, the student may email the Registrar’s Office (registrar@esf.edu) to notify them of the dropped class. Please contact your academic department or the Registrar’s Office with questions.
- Please note that some courses with unique schedules have their own add and drop deadlines. These can be found in the course descriptions linked from [www.esf.edu/visiting/summer](http://www.esf.edu/visiting/summer).

### Tuition, Fees and Billing

ESF students taking credit courses during the Summer Session are billed by the ESF Bursar’s Office. The bill is confirmation of enrollment.

**Exceptions:**

- Cranberry Lake Biological Station summer program: [www.esf.edu/clbs/schedule.htm](http://www.esf.edu/clbs/schedule.htm), and
- Summer Program in Field Forestry at Wanakena. See “Summer Program” at [http://www.esf.edu/catalog/fnrm.asp](http://www.esf.edu/catalog/fnrm.asp)
  Tuition for these courses will appear on the fall semester bill for ESF students.

Questions about tuition, fees, and billing, including payment plans, should be directed to the ESF Bursar’s Office (103 Bray Hall) at 315.470.6652 or kkgolden@esf.edu / [www.esf.edu/bursar](http://www.esf.edu/bursar).

**Financial Deadlines:** All students taking Summer Session courses should be aware of the financial timelines. Please refer to the following web pages for pertinent information: [www.esf.edu/bursar](http://www.esf.edu/bursar).
Financial Aid

Students taking Summer Session courses, please be advised:

- Students matriculated at ESF and taking fewer than 6 credit hours are not eligible for federal or institutional financial aid, but some financial assistance may be available. Please contact ESF’s Financial Aid and Scholarships Office, 113 Bray Hall, 315.470.6670 or finaid@esf.edu, for more information.
- Students matriculated at ESF and taking more than 6 credit hours might qualify for some financial aid. Please contact ESF’s Financial Aid and Scholarships Office, 113 Bray Hall, 315.470.6670 or finaid@esf.edu, for more information.
- With any questions about financial aid, please contact ESF’s Financial Aid and Scholarships Office, 113 Bray Hall, 315.470.6670 or finaid@esf.edu or visit: www.esf.edu/financialaid.

Housing

ESF Summer Session students can contact the Community Manager (below) to inquire about housing. Housing is offered in Centennial Hall 2 bedroom suites for a rate of approximately $40.00/night (2 night stay minimum). Arrangements must be made with the Centennial Hall manager at least 2 weeks prior to the stay. Centennial Hall is an environmentally friendly “green” building that houses ESF students in a combination of residence hall style rooms and student apartments (www.esf.edu/welcome/campus/centennial.htm).

Housing information: Kimberly A. Max, Community Manager

Centennial Hall at SUNY ESF
142 Oakland Street
Syracuse, NY 13210
Office: 315-741-3067 Fax: 315-679-4970
Email: kamax@esf.edu

Parking

Daytime parking on campus is restricted due to the limited parking spaces available. Students may purchase permits through Syracuse University Parking Services and park in the West parking lots. For additional information, please contact S.U. Parking Services at 315.443.4652.

Evening (after 5:00 p.m. Monday through Friday) and Weekend Parking

Evening and weekend parking on the SUNY-ESF campus is generally available. You may encounter restrictions during major Dome events. To park on campus during evening hours or on weekends, you must register your car with the ESF University Police Department, located in the basement of Bray Hall. Present a completed Automobile Registration form, your ESF ID card, your current driver’s license and a valid vehicle registration to the University Police Department, 19 Bray Hall, SUNY-ESF Campus.

Helpful Links and Resources for ESF Students

- ESF College Catalog / www.esf.edu/catalog
- Registrar / www.esf.edu/registrar
- Bursar / www.esf.edu/bursar
- Financial Aid / www.esf.edu/financialaid
- Moon Library (SUNY-ESF) / www.esf.edu/moonlib
- Student Affairs / www.esf.edu/students/
- Outreach / www.esf.edu/outreach
- Credit Courses and Certificates / www.esf.edu/outreach/ce
- Maps and Directions / www.esf.edu/maps
- Housing / www.esf.edu/welcome/campus/centennial.htm