

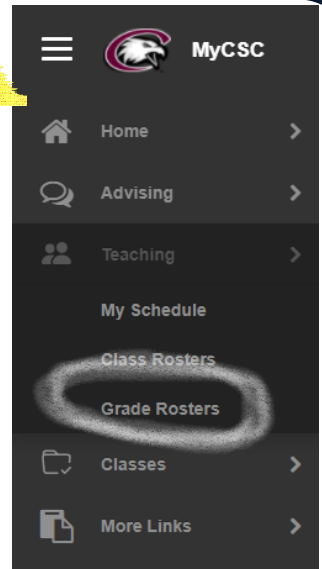
NO SHOW

PROCESS FOR REPORTING

STEP 1



Sign into MyCSC and go to Teaching Tab



STEP 2



Click Grade Rosters and then Correction Roster

STEP 3



Select Never Attended in the Drop Down Next to Student's Name Autopopulates with attending, only change if never attended

STEP 4



Change Roster Status to Complete and Click Save

If a student's status changes, contact ClassAttendanceRptg@csc.edu