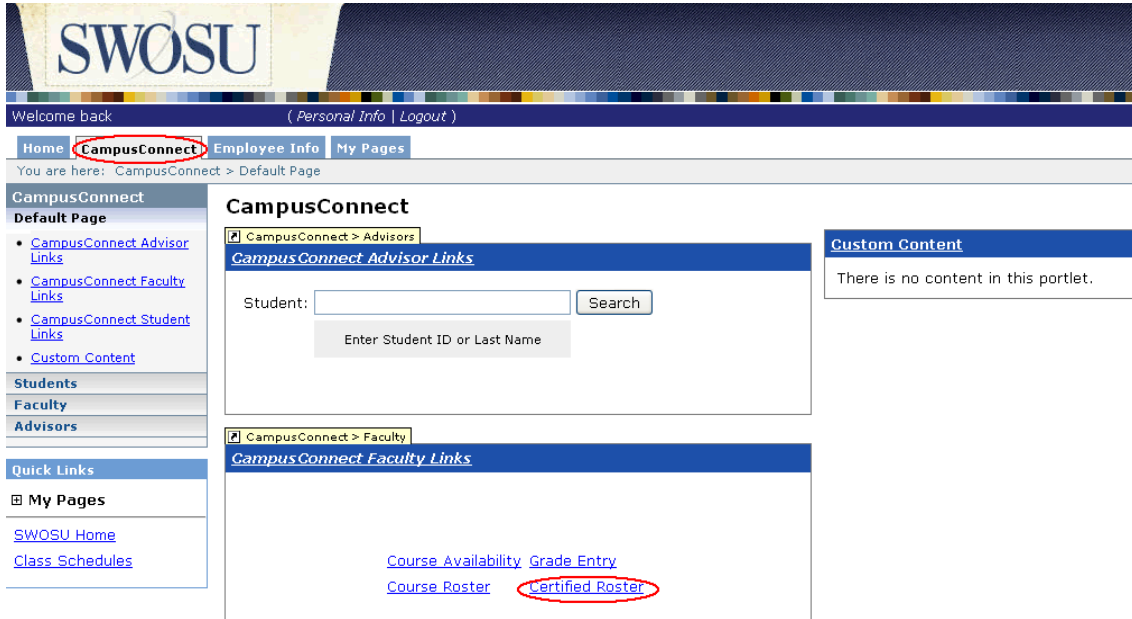


Certified Roster Instruction

After logging into the portal, select the “**Campus Connect**” tab and then click on the “**Certified Roster**” link.



When all students have been certified be sure to select the “**Yes**” radio button and click on “**Submit**”

Attendance Certification Roster
65TDY0121 57810735
KEYBOARDING

	StudentID	Fullname	Never Attended
1.	123456	Student A	<input type="checkbox"/>
2.	234567	Student B	<input type="checkbox"/>
3.	345678	Student C	<input checked="" type="checkbox"/>
4.	456789	Student D	<input type="checkbox"/>
5.	567890	Student E	<input type="checkbox"/>
6.	678901	Student F	<input type="checkbox"/>
7.	789012	Student G	<input type="checkbox"/>

I certify that the above reflects the actual enrollment in this class as of the official census day of this semester and that I am the qualified instructor providing instruction in this class.

Check Yes if you wish to certify this roster:
Yes No