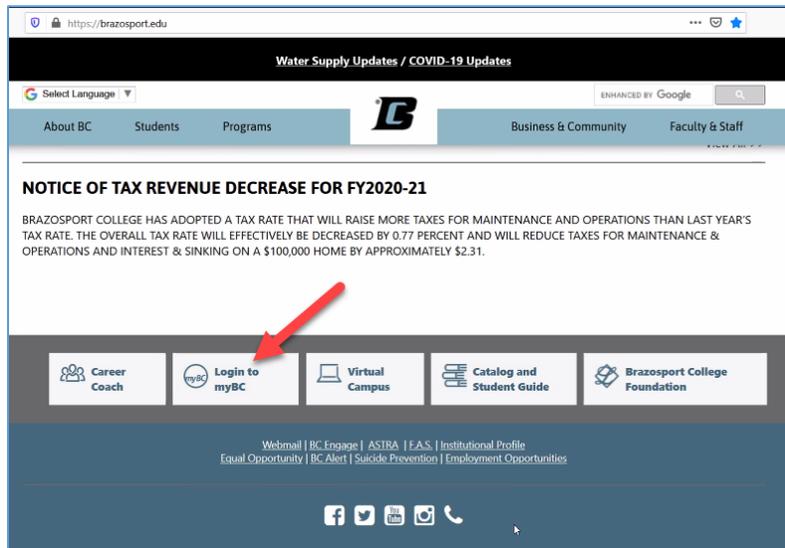
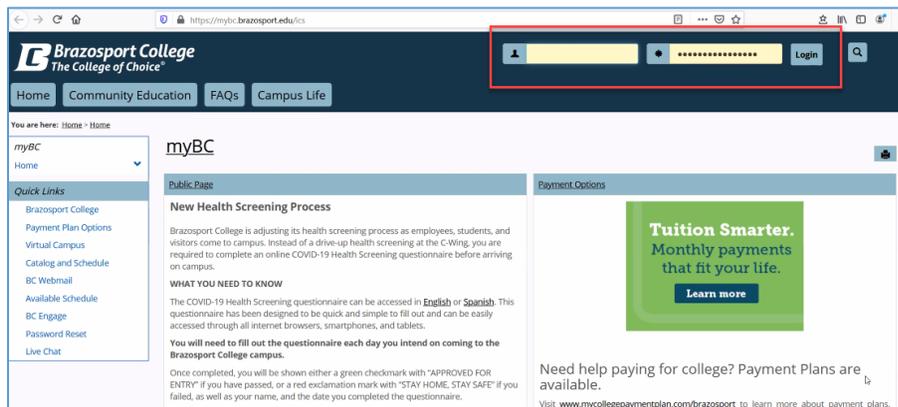


## Certify Roster

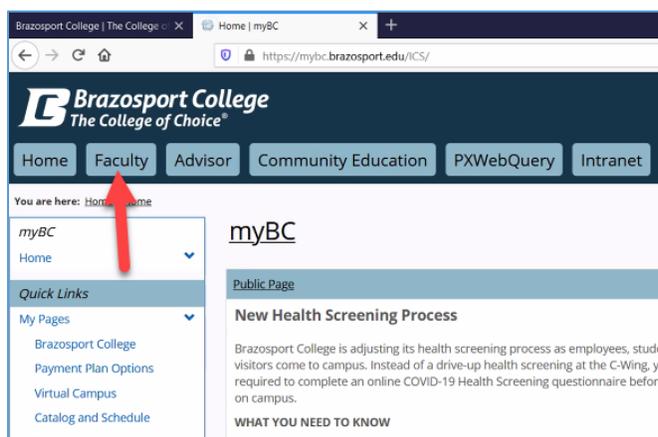
1. Go to <http://brazosport.edu> and click on **Login to myBC**.



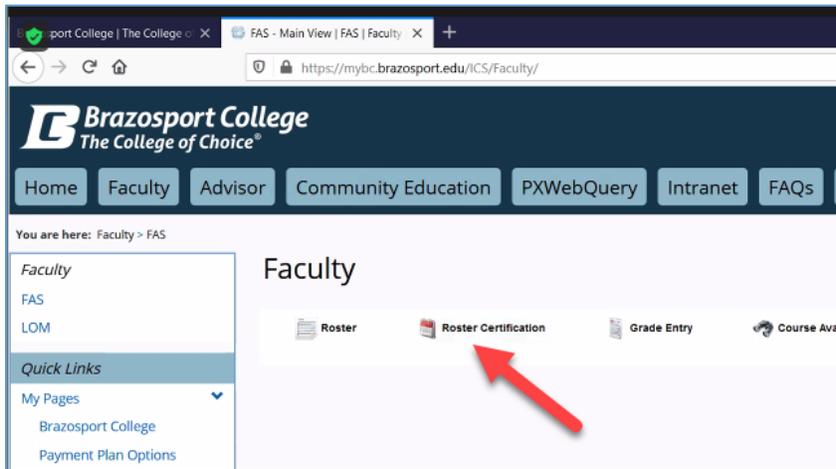
2. Enter your BC username and password in the upper right corner and click **Login**.



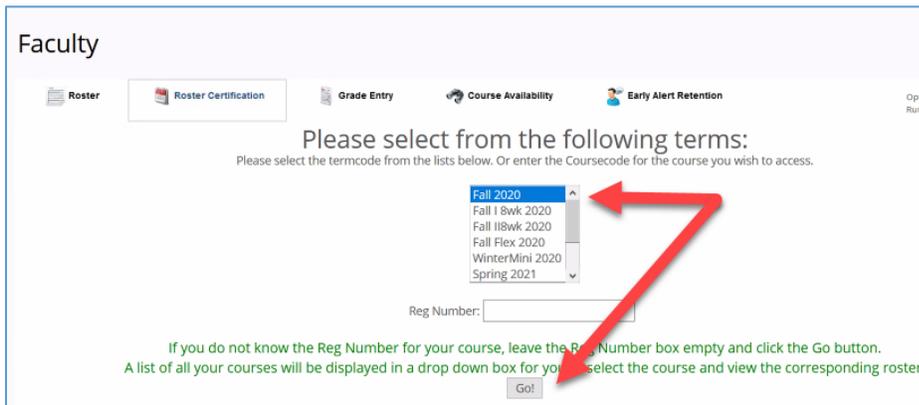
3. Once logged in, click on the **Faculty** tab/button.



4. Click on the link for **Roster Certification**.



5. Click on semester (example: Fall 2020) and click the **Go** button.



6. Click on a class and click the **Go** button.



7. The roster for the class will be viewable, **if ALL students have attended** click the Submit button. **If a particular student has not attended**, click on down arrow next to name and select "Not Attended" or "Not Logged in" (depends on choices available).

Once attendance type has been selected for everyone, click the **Submit** button. Your Roster has then been certified for that class.