

# ISP 280P

**Grading Procedure**

## PURPOSE

Procedure to submit grades each term

## SUMMARY

Instructors are responsible for assigning grades to students in each course section at the end of each term.

## PROCEDURE

1. The deadline to submit grades is by 12:00pm on the Monday after the term end date unless otherwise noted.
2. Grades are submitted online using the self-service system accessible through the faculty section of myClackamas.
3. Specific grading instructions are provided by the Registrar’s Office prior to the deadline each term.

## REVIEW HISTORY

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| ISP Committee | Adopted |  |

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| Presidents’ Council | Reviewed |  |
| College Council | Reviewed |  |
| ISP Committee | Adopted Changes |  |
| Presidents’ Council | Approved |  |
| College Council | Reviewed |  |
| ISP Committee | Updated Format |  |
| College Council | Reviewed |  |
| College Council | Reviewed |  |
| College Council | Reviewed |  |
| College Council | Reviewed |  |
| Instructional Council | Adopted |  |