

SCC is implementing a new way of reporting grading issues. Should you experience any issues while submitting your grades, please complete the Final Grade Submission Report form following these steps.


- Click this link to access the form: [Home - Southeast Community College](#)
- Create a favorite/bookmark to this link for future reference

- The following screen will appear. Click Report an Issue

Southeast Community College


SCC Service Desk Catalog

Search for Solutions, Templates, Announcements and Requests



I am facing an  
**Issue**

Report an Issue



I am looking for  
**Solutions**

View solutions

Announcements

WELCOME TO SCC -2025 Term dates  
Mar 4, 2025 11:20 AM

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Open Requests	Awaited Request	On Hold Requests	Closed Requests

- The following screen will appear:

The screenshot shows a web interface for creating an incident. On the left, under the heading 'Create an incident', there is a 'Category' section with a search icon. It lists five categories: 'Incident Templates' (with a subtext 'View all uncategorized templates'), 'Final Grade Submission Supp...' (with a subtext 'Faculty final grade submission err...'), 'Issues logging into my SCC A...', 'Media Request' (with a subtext 'Media/Meeting/Event assistance'), and 'Other Issues'. Below these is a link for 'WINDOWS 11 UPGRADE REQU...'. On the right, under the heading 'Choose a template to raise your request', there is a 'Search Template' input field. Below the search field, the 'Final Grade Submission Support' template is displayed with an orange icon and the subtext 'Grading issues'.

- Under Category, click Final Grade Submission Support
  - Under Template, click Final Grade Submission Support
- If you should have any issues accessing this Template, please contact the SCC Helpdesk.