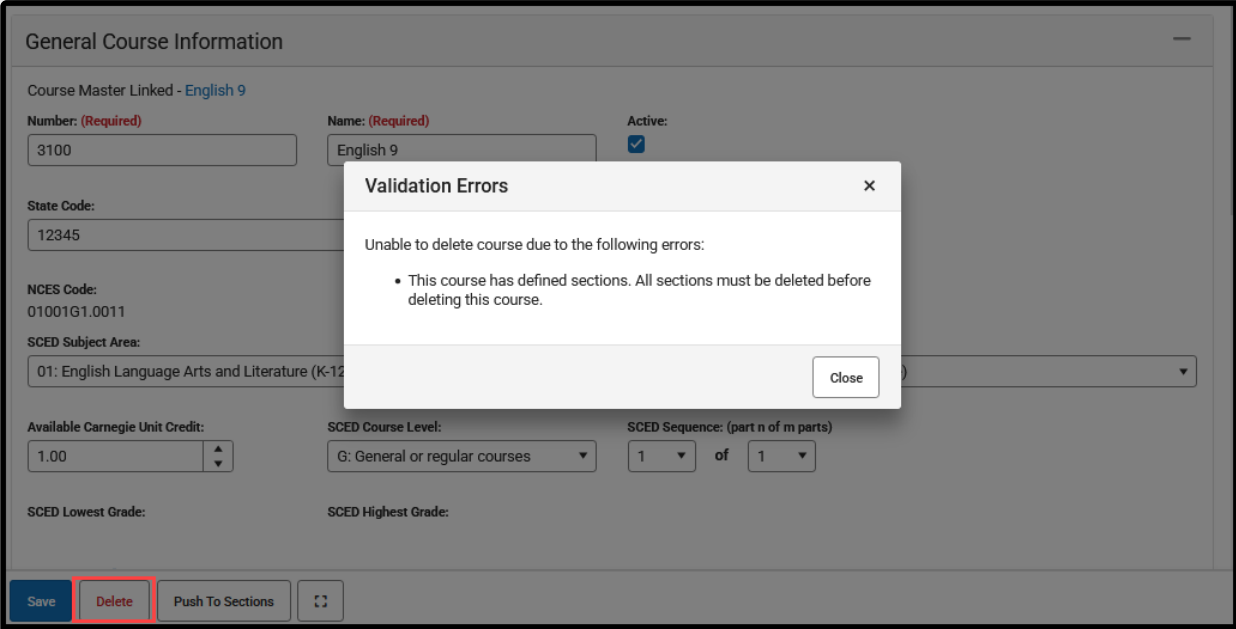


Delete Courses

Last Modified on 11/18/2025 2:17 pm CST

This guide explains how to delete courses. Courses should only be deleted when they were created in error. While users assigned full tool rights to Course Information can delete courses, this is not a recommended practice.



Delete Course Validation Error

Before you start

- Deleting a course results in the loss of current and historical data, including student scores, transcript records, and attendance data.
- Courses cannot be deleted when:
 - The Active Trial is locked.
 - Sections are assigned to the course.
 - Cross-Site Enrollment students are scheduled into the course.
 - Responsive Course Schedules are aligned with the course.
 - Scheduling Rules and Planning Rules are associated with the course.
 - Assessments are aligned to the course.

Instead of deleting the course, set the course to inactive by removing the Active checkbox. An inactive course remains visible when searching for it, but it will not be listed when using the Scheduling Board, and students cannot request the course or be scheduled into it. Inactive courses still roll forward to future calendars and can be marked as Active when they need to be available again. This way, historical data is not lost.

Delete Courses

1. Search for and select the Courses to delete.
2. Click **Delete**.

When there are no validation errors, the course and its corresponding sections are deleted. Once deleted, the screen goes blank, and then the Course Search option opens.
