



Delete a Current Year Student

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Registration > Utilities > Delete a Current Year Student

This utility deletes a student's current year record.

WARNING: This permanently deletes the student's school year records for the current year at the selected campus, including attendance, scheduling, grades, and graduation plan data.

Delete data:

Field	Description
Student ID	Type the ID of the student whose record you want to delete, and click Retrieve . Or, click Directory to select a student from the directory .
Student Info	The student's name and student ID are displayed, as well as demographic data.

Before you proceed, ensure that you have retrieved the correct student.

Click **Execute**. A message is displayed warning you if the student has membership days for the current school year and informing you that deleting the student will affect funding.

- Click Yes to continue. A message is displayed indicating that all current year records were deleted.
- Click OK. The student does not exist at the campus once the records are deleted.



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