



## **Delete Next Year District Courses**



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# Delete Next Year District Courses

**Scheduling > Utilities > Delete NY Master Schedule > District**

This utility deletes next year district courses (i.e., the district master schedule). The next year master schedule information is deleted before the new next year master schedule is created from the current year master schedule.

NOTE: Next year requests (including alternates), student schedules, instructors, campus courses, and campus sections must be deleted from every campus in the district before the next year district courses can be deleted. You cannot delete the next year schedule if the next year schedule, but not the current year schedule, has courses assigned to a graduation plan.

**Use extreme caution when using this utility.** Deleting district courses affects all campuses. To delete next year district courses, you must have access rights to all campuses in the district.

## Delete next year district courses:

Select the data you want to delete.

Click **Delete**.

If proxies exist, you are prompted to select which items to clear:

<b>District</b>	Select to delete the next year district courses but keep the proxies.
<b>Dist + Proxies</b>	Select to delete the next year district courses and the proxies. Each campus will need to manually recreate its proxies



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