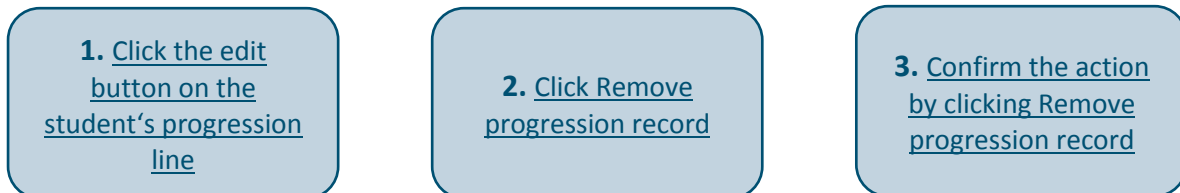




## How to delete a progression record

### Process Overview



### Step by Step Instructions

#### 1. Click the edit button on the student's progression line

General Surgery (Online Distance Learning) (ChM) (Part-time) – Year 1 – 2017/8					
<input type="checkbox"/>	Student ID ↓	Name ↓	Exam no. ↓	Progression decision ↑	Status ↓
<input type="checkbox"/>				No decision yet	
<input type="checkbox"/>				No decision yet	
<input type="checkbox"/>				No decision yet	

This will take you to the student's individual progression record.

#### 2. Click the link "Remove progression record" at the bottom of the page

**Progression details**

<b>Progression</b>	No decision yet	<input type="button" value="Edit"/>
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**Notes**

**Internal note**

**Note for student**

**Calculation**

Calculations

Course marks profile

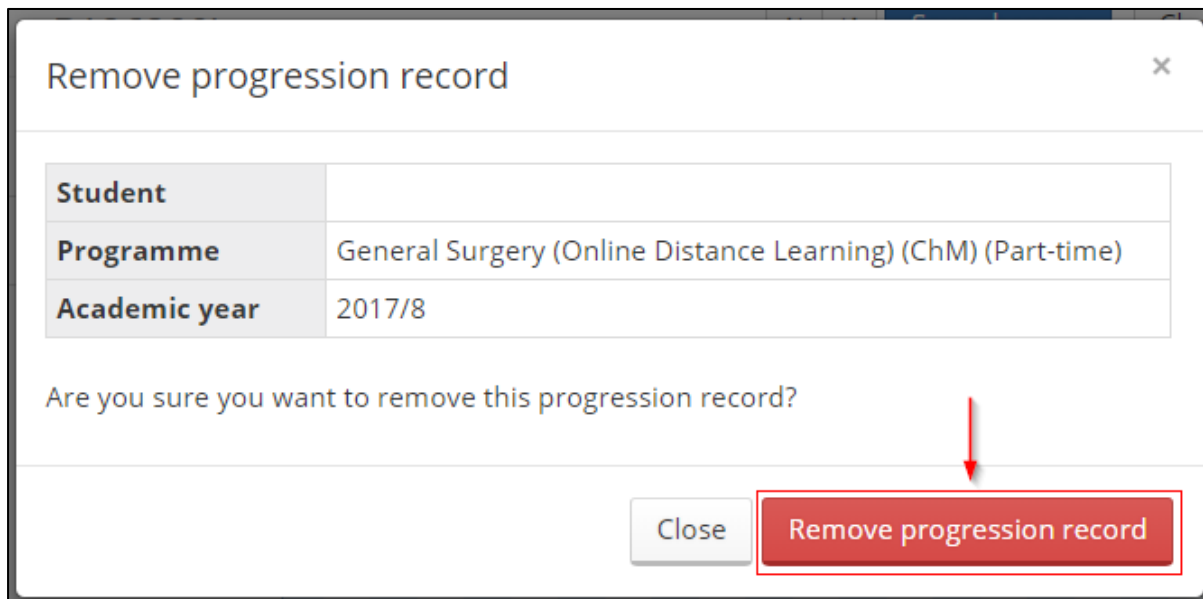
No calculations to show.

**Student details**

<b>Programme</b>	General Surgery (Online Distance Learning) (ChM) (Part-time)
<b>Year of Programme</b>	Year 1
<b>Academic year</b>	2017/8
<b>Status</b>	

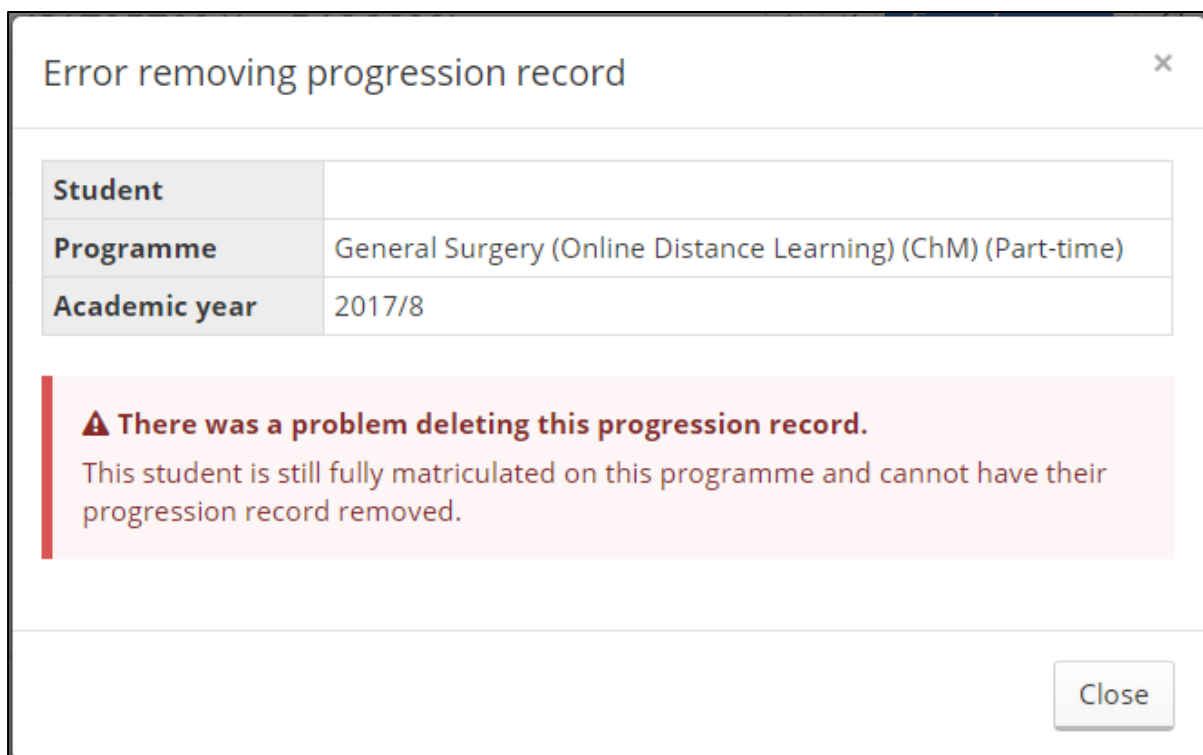
This will open a pop up box asking you to confirm the action.

### 3. Confirm the action by clicking Remove progression record



This record has now been removed.

If you the student has a matriculated status you will not be able to delete the record and will see an error:



If you need the record added back for any reason, please contact Student Systems.