

## Removing Students

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Deleting students from a course deletes almost all of the information associated with the users, such as Grade Center information, Assessment and Assignment information and Course Statistics. Instead of removing students from the course, you can change a specific student's availability in the course.

1. From the Control Panel, click **Users and Groups > Users**.
2. Point to the name of a student to whom you want the course unavailable.
3. Click on the **Action Bar** and **Change User's Availability in Course**.
4. Choose **No** for Available (this course only).
5. Click **Submit**.