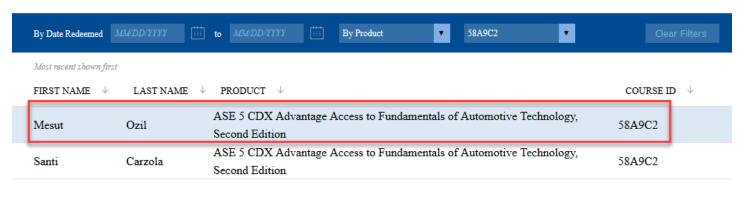
How Do I Unenroll Students From My CDX Online Courses?

- 1. Log in to your CDX User Account at www.cdxlearning.com
- 2. Click on the "Learners" Tab.



- 3. You may use the filter fields to help locate the student you want to unenroll.
- 4. **Please note:** If you want to unenroll the student in each of the courses they are enrolled, you will need to follow these steps for each course ID.



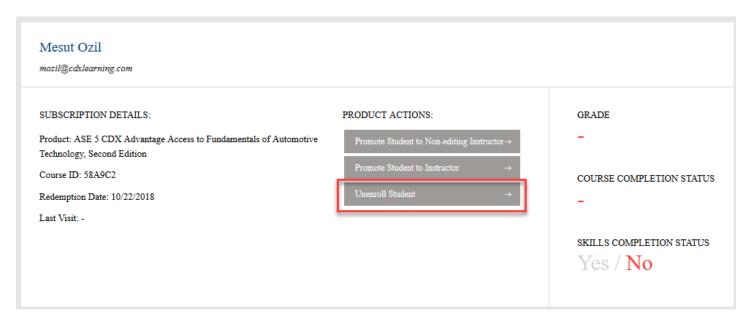
5. Click on the student you would like to unenroll in the applicable course ID. On the following page, click the option "Unenroll Student"



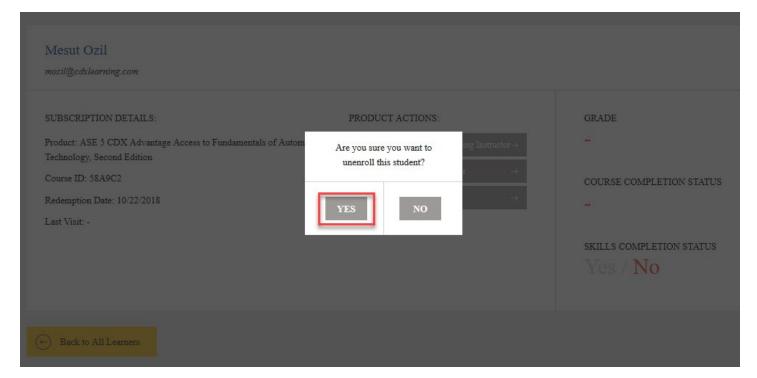
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6. Click "Yes" to confirm that you want to unenroll this student from the course.





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