

How to Withdraw a student from system :Genius

1. Look up student
2. Scroll down left hand side to ACTIONS
3. Click on WITHDRAW
4. Select a reason
5. Click on withdraw

This will now withdraw the student from any and ALL courses and programs. Only do this if the student is no longer going to take any courses online. You will not get final grades, this action is immediate.

The screenshot displays the Genius LMS interface for a student profile. The left sidebar contains several sections: Main Information, Historic Data, Communications, Enrollments, and Actions. The 'Actions' section is highlighted in yellow, and the 'Withdraw' option is also highlighted in yellow with a red arrow pointing to it.

Main Information

- [Main Page](#)
- [Dashboard](#)
- [Edit Information](#)
- [External Files](#)
- [View Calendar](#)
- [Ledaer](#)
- [Assets](#)
- [Guardian Accounts](#)

Basic Information

Student ID: 215
Name: Test, BeckyCAIU
Gender: Female
Grade: 10
Phone: 7175555555
School: CAIU
LMS ID: 892

Preferred Name:
Date of Birth: 01/15/1992
Status: ACTIVE

Enrollment Status:
Email: becky.caiu@caiodemo.com
Affiliation: CAIU Demo School
Username: becky.caiu
Password: welcome

[Reset Password](#) [Sync with LMS](#) [Login as user](#)

Academic Snapshot

This student is currently not enrolled in any sections.

Recent Communications

There are no communications with this student.

Recent Activity

Here is the student's activity in the last 7 days:

Date	Total
Mon, Oct 8	0
Sun, Oct 7	0
Sat, Oct 6	0
Fri, Oct 5	0
Thu, Oct 4	0
Wed, Oct 3	0
Tue, Oct 2	0
Total	0 (0%)

Enrollments

- [Current Enrollments](#)
- [Snapshot](#)
- [Pacing](#)
- [Gradebook](#)
- [Student Activity](#)
- [Requested Courses](#)
- [Drop Requests](#)
- [Enrollment History](#)
- [State Core Mastery](#)

Actions

- [Enroll in Section](#)
- [Transfer Sections](#)
- [Send Email](#)
- [Reinstate](#)
- [Auto-enroll](#)
- [Block](#)
- [Withdraw](#)