Even though a student can have multiple plans, and they can all serve a purpose, if a Plan needs to be deleted it is possible.

How to Delete a Plan You Are Currently Viewing

1. If you are currently on the Plan you want to delete, click the "Delete" button at the bottom of the Planner.

OR

How to Delete a Plan You Are Not Currently Viewing

1. Click "View Plan List" in the upper right hand corner of the Planner.

2. Once the new screen displays the list of plans, select the Plan you want to delete (do not double click).
3. Once the Plan is selected, (highlighted blue), go to the View drop down and select "Edit." The selected Plan will then open.
4. Click the "Delete" button at the bottom of the Planner.

5. Once Delete Plan is selected, a pop-up box will appear to double-check if this is the plan that needs to be deleted

6. Once verified and OK is selected, a deleted successfully box will appear
7. A new "Create Plan" window will appear.