Delete an Approved Outline

1. Log into Curriculum Central. Click on the Course menu button. Click on Delete Approved Outline from the menu.

2. Select the course’s alpha and type in the course number of the course outline you are looking to delete and then click the Go button.

3. The course will display below. Click on its listing.
4. In the “Comments:” box, type in the reason for deleting the course outline. (Example is shown below.) Then click the Continue button.

![Delete Course Outline](image)

5. Select the appropriate approval routing. Type in the anti-spam code and click the Yes button.

![Approval Routing](image)

The curriculum deletion outline approval chain: DC → CC Chair → FS Chair → Dean → Vice Chancellor