How do I de-cross-list a section in a course as an instructor?

If you cross-listed a section from a course, you may be able to cross-list the same section back into the original course. This process is called de-cross-listing and returns all student enrollments back to the original course section. However, once you de-cross-list enrollments, all grades and student submissions are removed from the course (since the course can no longer associate the information with any course enrollments). If you need to retain student grades and put them in the original course, you should export the Gradebook and import it into the original course before de-cross-listing the section.

Note: If you cannot view the **De-Cross-List this Section** button, you no longer have an enrollment in the original course. For assistance in de-cross-listing a section, please contact your Canvas admin.

https://embed.app.guidde.com/playbooks/qaV8cUmstF49kUctFTQt4v

Embed this Video

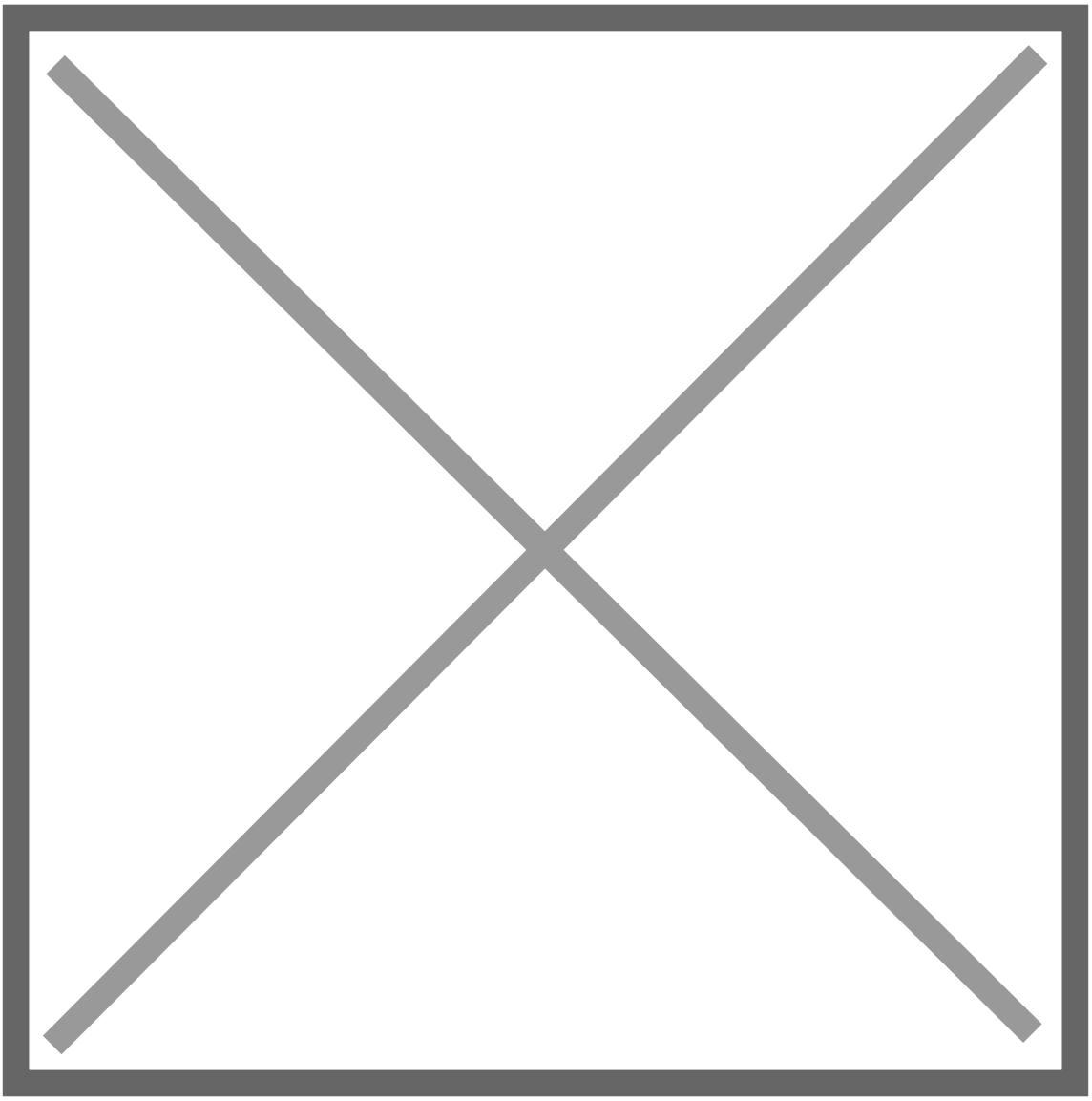
Open Course Settings

Open Course Settings
In Course Navigation, click the **Settings** link.

Open Sections

Open Sections
Click the **Sections** tab.

Open Section



Click the section name link of the section you want to de-cross-list [1].

Notes:

- You can view a cross-listed course's originating course [2].
- When course sections are cross-listed, the original section remains visible but is set to read-only in the original course [3].

De-Cross-List This Section

De-Cross-List This Section
Click the **De-Cross-List this Section** button.

Confirm De-Cross-Listing
Click the **De-Cross-List This Section** button. The section will be moved back to its original course.

Note: If you de-cross-list a section that includes student grades, Canvas will include a message that all grades will no longer be visible. If you need to retain student grades and put them in the original course, you should export the Gradebook and import it into the original course before de-cross-listing the section.

[Content retrieved from https://community.canvaslms.com/t5/Instructor-Guide/How-do-I-de-cross-list-a-section-in-a-course-as-an-instructor/ta-p/1259]

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