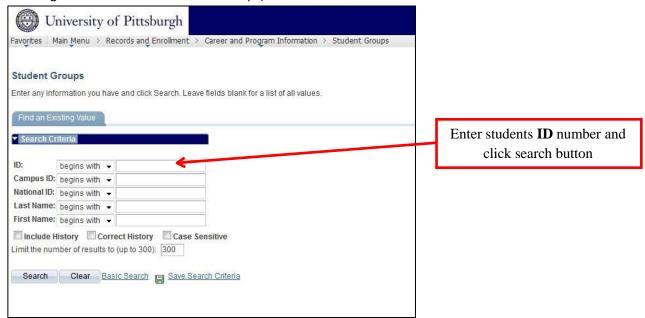
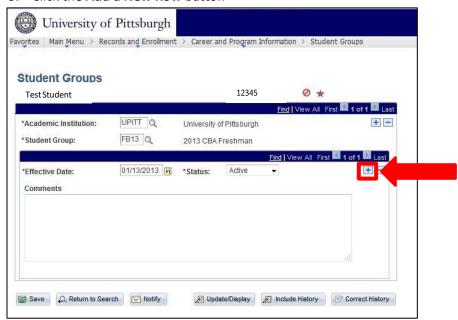
Inactivate a Student from a Student Group

This tutorial will show you how to inactivate a student from a student group.

- 1. Go to my.pitt.edu and log in using your university username and password.
- 2. Navigate to the Student Groups page (Main Menu > Records and Enrollment > Career and Program Information > Student Groups)



3. Click the Add a New Row button



- 4. Enter an Effective Date and change Status to Inactive. Click the Save Button
 - ** Effective Date entered must be on or before the Term Start Date in order for the inactivation to take affect for that Term.

