# Removing a Program from Displaying

Once a room/program has been added to the system and associated with a semester the room can no longer be deleted.

If you do not want the room/program displaying in drop down lists any longer on the admin side you can change the room's active status to no.

Go to the setup > room page, then select the room name. Scroll to the Active field and select No.
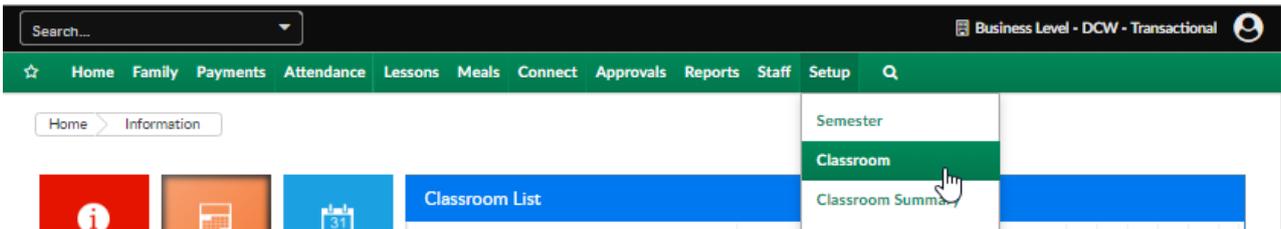
Select the room's name you want to remove from drop down lists on the admin side
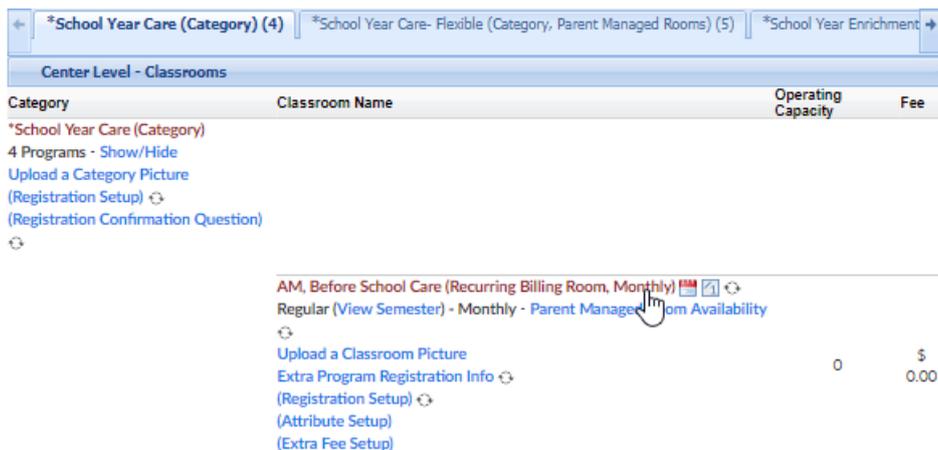
Scroll to the Active field and select No

Then scroll to the bottom and select Save.

If you do not want the room/program displaying on a registration page any longer you can go to the semester summary screen and edit the specific room/semester pairings (set the program to display: hide and closed). Click here to go see how to navigate to the semester summary screen!

Go to setup > semester
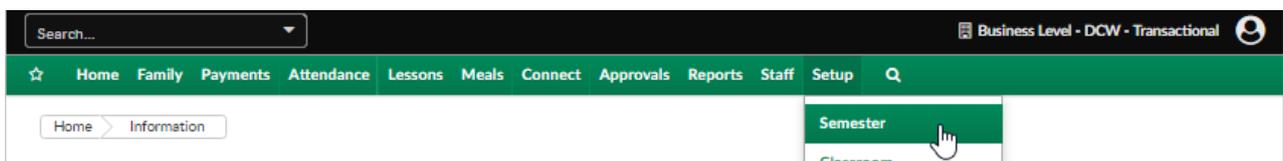
Select the i button to go to the semester summary screen

Select the checkbox next to the program/semester pairing you want to hide or close

Scroll to the bottom of the screen and select Hide Semesters
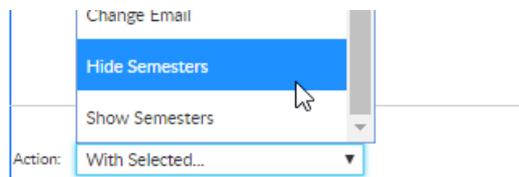
Confirmation will appear, press OK to continue.
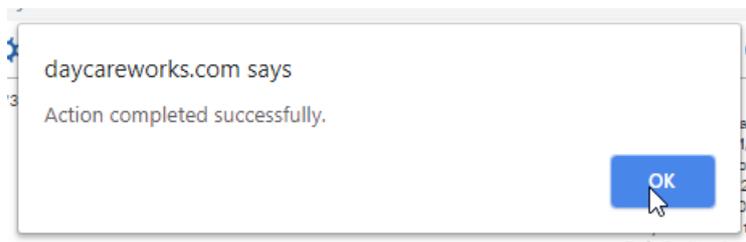
The room/semester will no longer display on the parent portal or new registration pages. Continue this process as needed.

You can also go to the setup > room page, click on the room name of the room/program you no longer want to display, rename the room (i.e. do not use), change category to select a category, change active to no, scroll to the bottom and remove all center/room associations.

If you do this the room will not display on the registration page and will not display in drop-down boxes throughout the admin side of the site.

Select the Select a Category option from the classroom category drop-down list

Scroll to the bottom of the page and save.