

# Archived Courses

Courses are associated with grading periods in Schoology. At the end of the grading period, the course will be archived. The course will no longer display in the **Courses** list, making room for new courses. When a course is archived, Course Admins with permission to view archived courses can view the course in the **Archived** area of **My Courses** indefinitely.

Seven days prior to the end of a grading period, you may see a message at the top of Schoology with a warning that the grading period will end. In the course profile, you may also see a message at the top of the course with details regarding the approaching end date. After the end date of the grading period, courses are not archived until a 24 to 30-hour grace period has passed.

If a course you administer has disappeared from the **Courses**, it may have been archived.

- No course content or enrollments will be lost during the archival process.
- Depending on the settings in place at your school or organization, archived courses may not be visible to you or your students. Click the Support link in the footer of Schoology to reach out to your Support Contact for help.
- Instructors can still enter grades in archived courses, however, depending on how your organization exports grades, they may not pass back to your SIS. The grades will pass back if the grading period is still open to accept grades in the SIS. For this reason, we recommend reaching out to your Support Contact if you need to enter grades when the grading period has passed.
- For students to view course assessment and managed assessment submissions in archived courses, the permission to view submissions must be enabled in the assessment settings.
- Archived courses are not accessible from the Schoology iOS or Android apps.
- Notifications and student completion rules are not supported in archived courses.

## To view archived courses:

1. Click **Courses** at the top of the page.
2. Click **My Courses** on the right.
3. From the **My Courses** area, click **Archived** to view past courses.

## How do I reactivate an archived course?

- Since all courses associated with your class schedules are managed at the District level, there is no way to reactivate an archived course or changed the grading periods associated with them.
- You will continue to have access to all archived course materials but will be unable to manage the gradebook portion of the class after the end of the grading period.