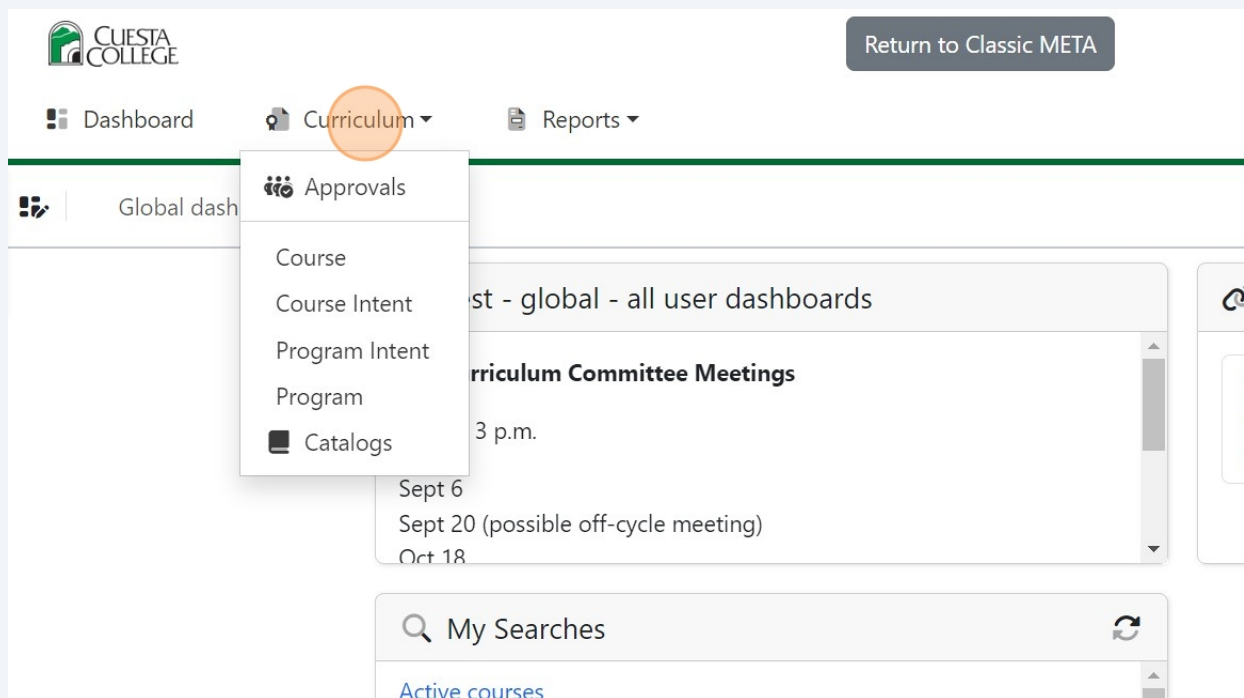


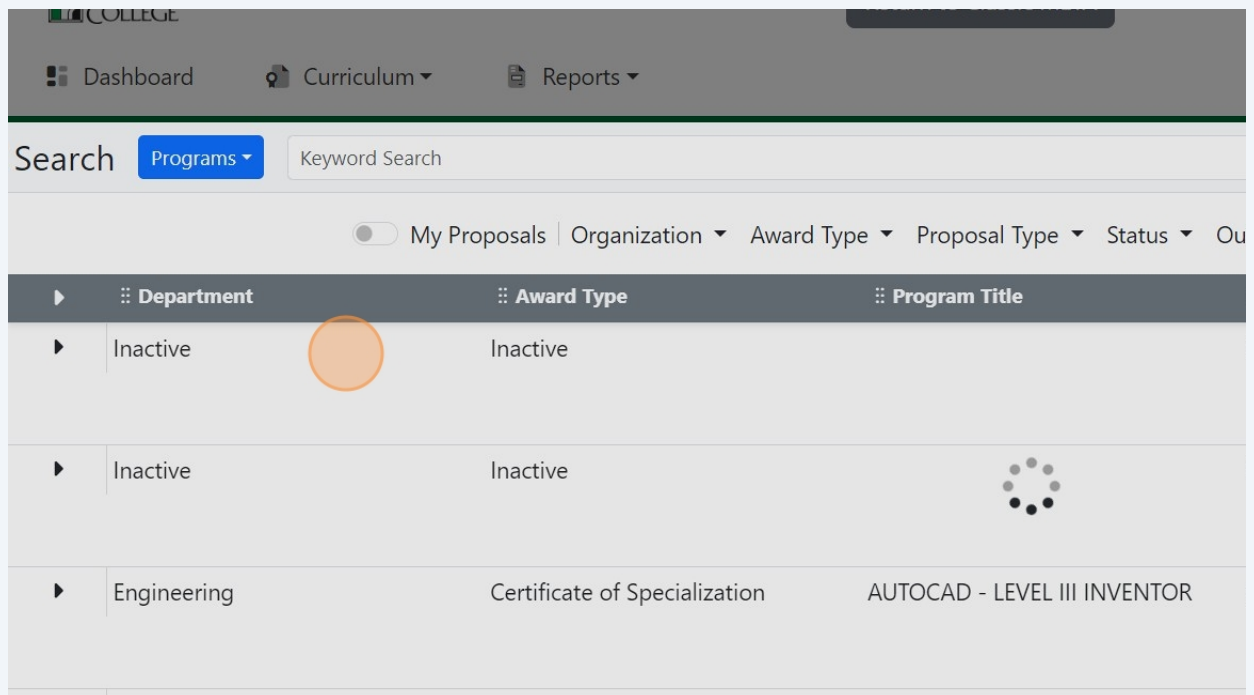
# Creating a Degree/Certificate Deletion

1 Navigate to <https://cuesta.curriqunet.com>

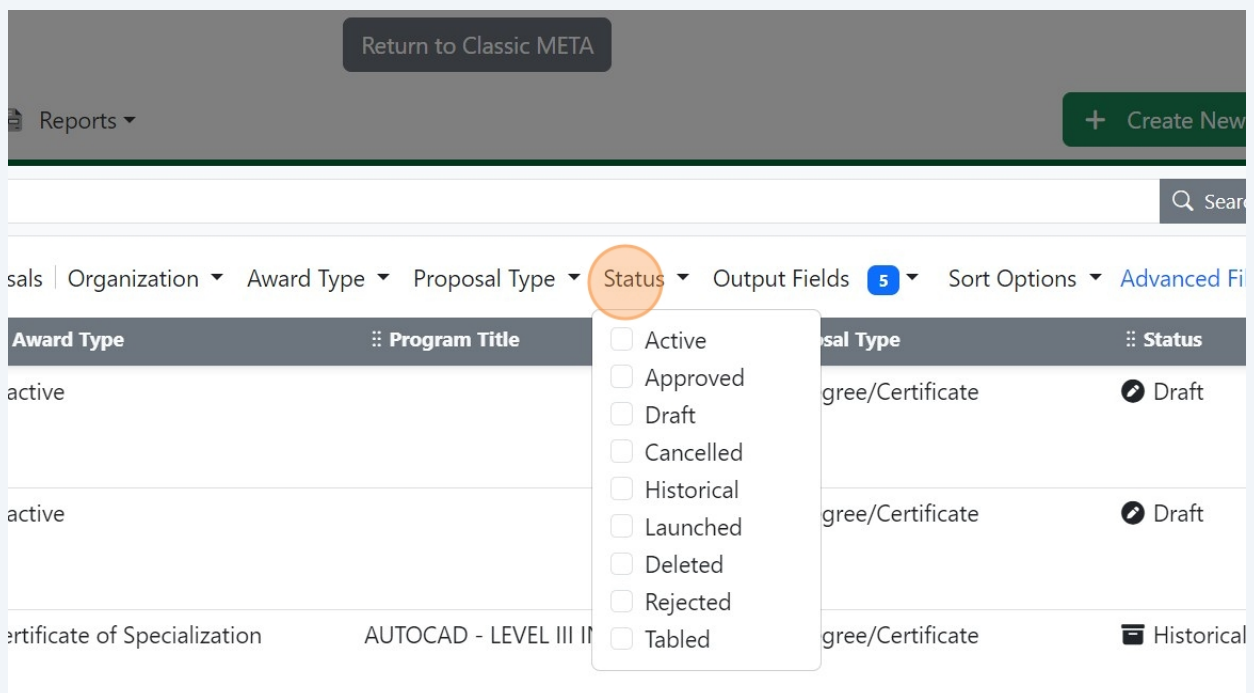
2 Click "Curriculum"



### 3 Click "Program"



### 4 Click "Status" and select the "Active" field.



- 5 Enter desired degree or certificate in the "Keyword Search" field. Click "Search".

Return to Classic META

lum ▾ Reports ▾

Search

My Proposals | Organization ▾ Award Type ▾ Proposal Type ▾ Status 1 ▾ Output Fields 5 ▾ Sort Options ▾

⌵ Award Type	⌵ Program Title	⌵ Proposal Type
Inactive		New Degree/Certificate
Inactive		New Degree/Certificate
Certificate of Specialization	AUTOCAD - LEVEL III INVENTOR	New Degree/Certificate

- 6 Click "Deactivate"

Search Reset Export ▾

▾ Proposal Type ▾ Status 1 ▾ Output Fields 5 ▾ Sort Options ▾ Advanced Filters 🔍 My Searches ▾

⌵ Program Title	⌵ Proposal Type	⌵ Status
LIBERAL ARTS: SOCIAL AND BEHAVIORAL SCIENCES	Degree/Certificate Modification	✓ Active
		<a href="#">Modify</a> <a href="#">Deactivate</a> <a href="#">Reports ▾</a>
PSYCHOLOGY	Degree/Certificate Modification	✓ Active
		<a href="#">Modify</a> <a href="#">Deactivate</a> <a href="#">Reports ▾</a>
PSYCHOLOGY	Degree/Certificate Modification	✓ Active
		<a href="#">Modify</a> <a href="#">Deactivate</a> <a href="#">Reports ▾</a>

7 Select "Degree/Certificate Deletion" and click "Create"

The screenshot shows a web interface for Cuesta College. At the top, there are navigation links for 'Search', 'Reset', and 'Export'. Below these, there are tabs for 'Form Sections', 'Curriculum', and 'Reports'. The main content area is titled 'DEGREE/CERTIFICATE DELETION: PSYCHOLOGY'. It includes a 'Draft' status indicator and a green checkmark. The 'Basic Program Information' section is highlighted with a blue background. Below this, there are fields for 'Program Title' (containing 'PSYCHOLOGY') and 'Division' (a dropdown menu showing 'Social Sciences'). The 'Create' button is highlighted with an orange circle.

8 Click "Basic Program Information"

The screenshot shows the Cuesta College META system. The top navigation bar includes the Cuesta College logo, a 'Return to Classic META' button, and links for 'Dashboard', 'Curriculum', and 'Reports'. The main content area is titled 'DEGREE/CERTIFICATE DELETION: PSYCHOLOGY'. It includes a 'Draft' status indicator and a green checkmark. The 'Basic Program Information' section is highlighted with a blue background. Below this, there are fields for 'Program Title' (containing 'PSYCHOLOGY') and 'Division' (a dropdown menu showing 'Social Sciences'). The 'Basic Program Information' section is highlighted with a blue background.

9 Update the "Justification for Proposal\*" field.

**CERTIFICATE DELETION: PSYCHOLOGY - ASSOCIATE IN ARTS FOR TRANSFER**

Form Properties

✓ Complete

Reports

Launch

Delete

or Proposal\*

AA and keeping |



tunities

10 Click "Launch"