

# Data Deletion Tool Rights


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The Data Deletion tools are designed to remove non-essential records from your Campus database and any records that have passed the retention period defined in state law or your district's policy. Data Deletion Tool Rights can be found under System Settings > Data Deletions within the User Tool Rights Editor.

## WARNING: DATA DELETION IS PERMANENT

Please be sure all your setup settings are correct before running Data Deletion. Once a run is started, even if forced to stop, some data may be lost if not done immediately or correctly.

To learn how to use this tool, see the [Data Deletion](#) article.

Student Data Deletion 

System Settings > Data Deletion > Student Data Deletion

Related Tools ^

History

Date First Run	Run By	Student Count	Table Count	Batch Queue Status	Action
08/12/2025	Administrator, Demo	7	341	Completed	<a href="#">View</a>

1

1 - 1 of 1 items

Initiate Data Deletion

Data Deletion

## Available Tool Rights

Subrights are in *italics*.

R	W	A	D
<b>Data Deletion - Student Exclude</b>			
Access and view the Student Exclude tool.	N/A	N/A	N/A
<b>Student Data Deletion</b>			

<b>R</b>	<b>W</b>	<b>A</b>	<b>D</b>
Access and view the Student Data Deletion tool.	N/A	Submit student data to be deleted.	Delete student data.
<i>Allow Force Start</i>			
Force a start on the student deletion process.	N/A	N/A	N/A
<i>Allow Force Stop</i>			
Force a stop on the data deletion process.	N/A	N/A	N/A

## Suggested User Groups

Typically, users of this tool have already been assigned one or more Product Security Roles that grant administrative-level access; therefore, a user group assignment is not necessary. If your district's needs are different, you may choose to create a group that meets those needs.