

Remove a certified result



Remove certified results

- It's only the examiner who certifies results on the course who can remove a certified result
- A certification is an official decision and there are special regulations on how you may change a certified result. Check with your university if you are unsure.
- Any results annotations will be removed when you remove the result. If you want to save the results annotations to use them again: write down the results annotations somewhere else, before removing the result.
- If a course result has been reported already, you need to remove this before removing the result on a module.
- If a student has received a failed result previously but should receive a passing grade now, do not remove the failing grade. The new, passing, result is to be reported as usual with a new examination date.

Change results

It is possible to change a result without removing the faulty result first. See [instructions at ladok.se](https://ladok.se/instructions).

How to remove a certified result

1. Search for the student on the home page

Ladok Study documentation Course information Follow-up

Home page Student Personal identity Course Co

Student

Search student My groups (beta)

Personal identity no. Last name First name

1 algo* mario Search

Remove a certified result (cont.)

2. Click on the course you're going to remove results on

19600318-0988 Algotson, Mario

Overview Participation Study plans Cases/Decisions Studies

Results at the higher education institution 25.0 hp Filter courses Show as Semester

Self-contained courses

Sum 25.0 hp

Name	Scope	Edu. code	Period	State
Basic English Grammar Skills for University	(3.5) 7.5 hp	KB149L	VT2015	<input type="checkbox"/> Not certified
ADB course	(6.5) 7.5 hp	ADB111	HT2017	<input type="checkbox"/> Not certified

3. You will now see a list of the modules within the course, the modules are listed under the course version that they belong to.

4. Click on the link of the course version where you will remove the result.

Current version (Version 2 - course registration 2017-08-28 -- 2017-10-31)

Manage results Enter modules required for course completion

Module code	Name	Scope	Grade	Ex.date	Status
DEL5	Seminar (Excluded)	3.0 hp			
IN22	Assignment 2	1.5 hp	4	2020-09-01	Certified
	Title / Alternative title	Coronas inverkan på utveckling av appar			
		Corona's impact on app development			
INL1	Assignment 1	2.0 hp			
LAB1	Laboration 1	2.5 hp	5	2020-09-01	Certified
LABX	Laboration 2	1.5 hp	4	2020-09-01	Certified
ADB111	Results on course	7.5 hp			

[Summary of results from all versions](#) | [Report results on other versions of the course](#)

Version 1

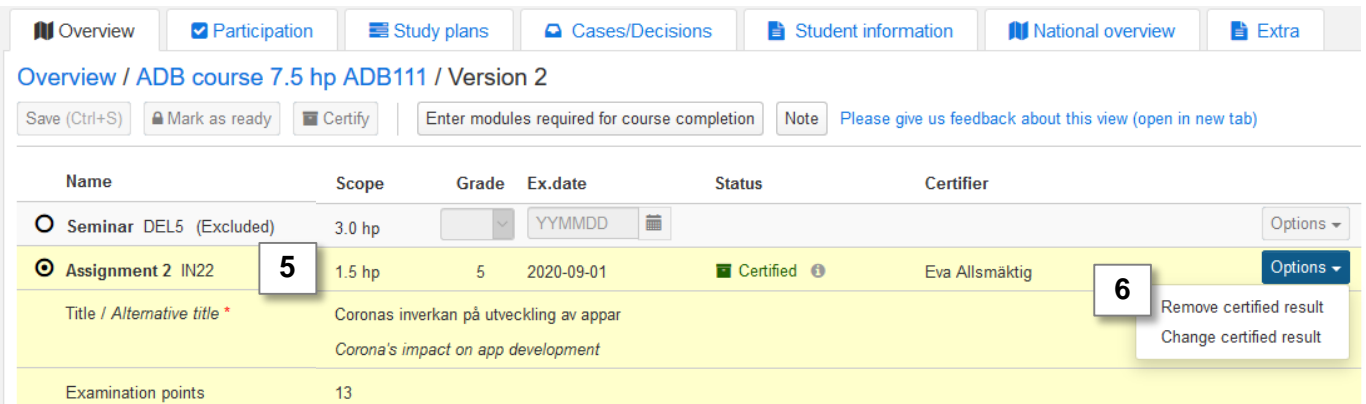
Manage results

Module code	Name	Scope	Grade	Ex.date	Status
INL1	Assignment 1				
INL2	2ssignment 2	1.0 hp	4	2015-09-09	Certified
LAB1	Laboration 1	2.5 hp	5	2020-09-01	Certified
LAB2	Laboration 2	2.0 hp			

"Summary of results from all versions" normally shows here.
If you want to manage results on other versions of the course, you have to choose "Report results on other versions of the course". Now you can see the button "Manage result" here as well.

Remove a certified result (cont.)

5. **Mark the row** of the result you are going to remove
6. Click on **Options** → **Remove certified result**



Overview / ADB course 7.5 hp ADB111 / Version 2



Save (Ctrl+S) Mark as ready Certify Enter modules required for course completion Note Please give us feedback about this view (open in new tab)

Name	Scope	Grade	Ex.date	Status	Certifier
<input type="radio"/> Seminar DEL5 (Excluded)	3.0 hp		YYMMDD		
<input checked="" type="radio"/> Assignment 2 IN22	1.5 hp	5	2020-09-01	Certified	Eva Allsmäktig
Title / Alternative title *					
Coronas inverkan på utveckling av appar					
Corona's impact on app development					
Examination points					
13					

= Obstacle to remove the results

The red "i" will show in the row of a student if there is an obstacle to remove the results. This may be caused by:

- You are trying to remove a result on a module before removing the course result first. Remove the course result, and then remove the result of the module
- The result is included in an issued degree certificate or course certificate and cannot be removed.

Name	Scope	Grade	Ex.date	Status
<input type="radio"/> Written test in Academic vocabulary AKAD	1.5 hp	G	2014-10-10	Certified  

7. **Confirm the removal** in the dialogue box that shows up.
Any comment you write in the dialogue box will not be shown to the student.

8. You may need to **log in to Ladok** again to confirm your identity (depending on the university).

The certified results have now been removed and the students are no longer showing in the list.

The user who reports results for the course can report a new result.