Archived Courses

How to Gain Access to Classes That Are No Longer in Your Moodle

[Full support article link](#)

Steps after Receiving Request for Retrieval

- Requests for retrieving archived courses should be submitted to the [Moodle Admin Request Form](#).
- Once it's been restored into a shell, the Moodle admins will send the customer an email.
- The course will show up in their hidden courses.

Note: if the instructor needs to look at student work or grades from archived courses, please include this in the notes of the request form. Otherwise, the admins will only be retrieving the course content and not the user data.