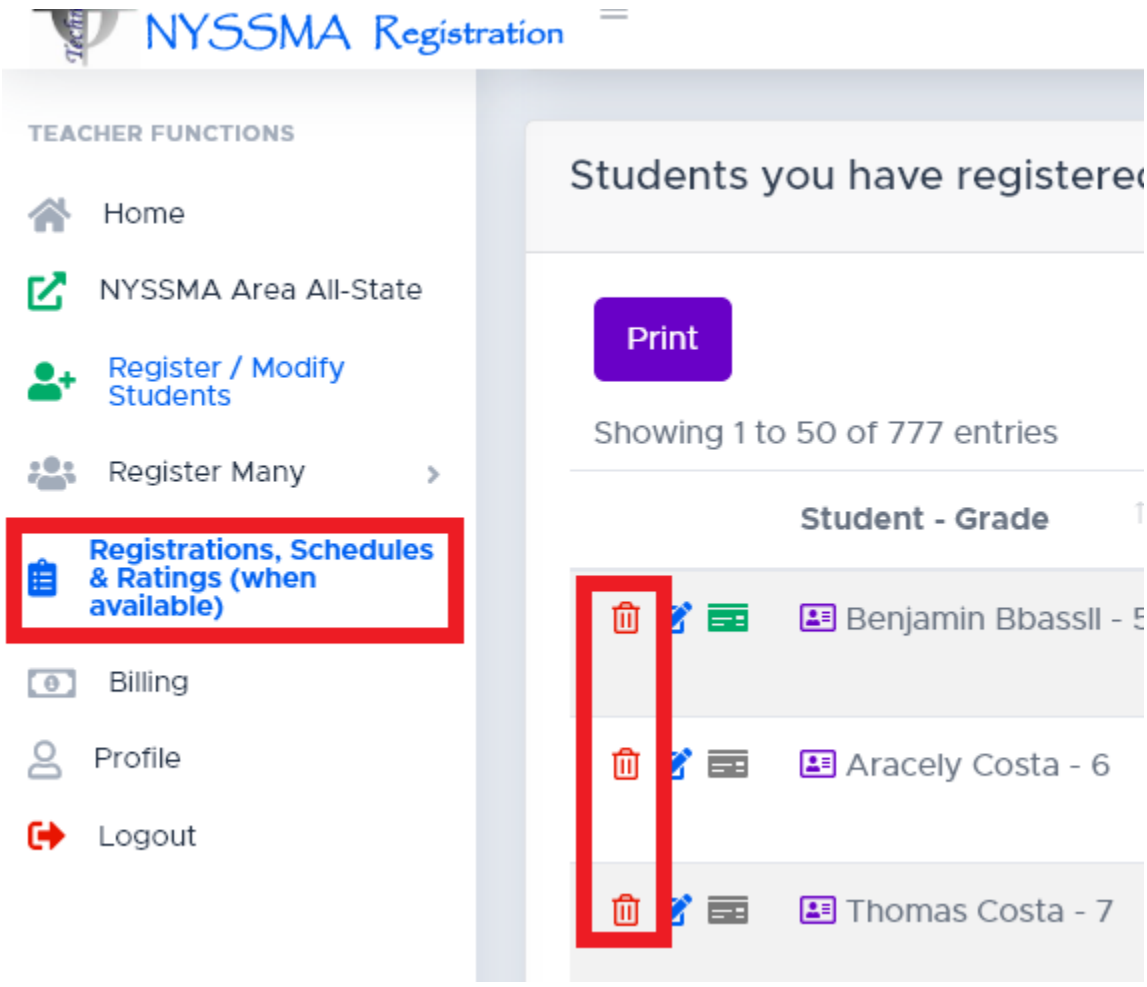
# Delete or cancel a registration

View Registrations · https://dcmfdocs.dacapowebdevelopment.com/doc/dcmf-teachers/delete-or-cancel-a-registration/

> A registration can be deleted up until the festival registration deadline. No fee needs to be collected.
>
> **After the registration deadline, the registration must be canceled and the fee must be submitted to the festival host**.
>
> *NYSSMA policy*

1. To delete or cancel a registration, click "**Registrations, Schedules & Ratings**" from the main menu.



3. Select the festival from which you'd like to delete a registration
4. Click the Delete button  beside the registration you'd like to delete.  Cancellation follows the same procedure.