

# Restore a recently deleted user

You can restore a user account (including administrator accounts) up to 20 days after deleting it. After 20 days, the data is gone and [Google Workspace support](#) can't restore it, either. See [Delete a user from your organization](#).

## How access to the user's previous service is restored

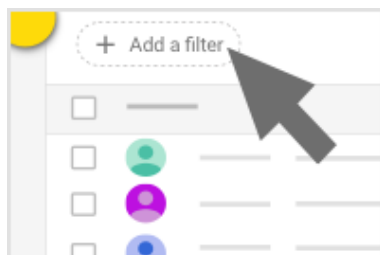
When you restore a user, they get back all access to their services and data. However, how the user's previous service is restored depends on the number of services and type of license assignment you may have with your account.

- **Single service**—If you only have one Google service, restoring a user automatically reactivates access for the user.
- **Multiple services with automatic licenses assignment**—If you have more than one service, the user's access is automatically restored for those services that have automatic license assignment turned on. See [Automatically assign a license to every user in your organization](#).
- **Multiple services without automatic license assignment**—If you have more than one service, you need to manually reassign any licenses for services that do not have automatic license assignment turned on. See [Reassign licenses](#).
- **Archived User licenses**—If the user had an Archived User (AU) license, you need to manually reassign that license to ensure that the user's data and policies are appropriately restored. Read [Manage former employees and their data](#).

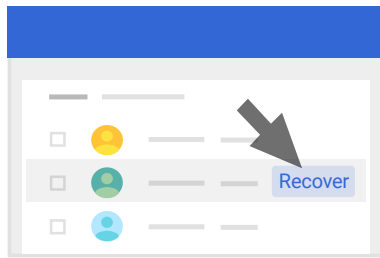
## Restore a user

You must be signed in as a [super administrator](#) for this task.

1. [Sign in](#) to your [Google Admin console](#).  
Sign in using an account with [super administrator privileges](#) (not your current account [Gemeinschaft79@gmail.com](#)).
2. From the Admin console Home page, go to **Users**.
3. Above the **Users** list, click **Add a filter** and choose **Recently deleted**.



4. Hover over the user you want to restore and click **Recover**.



5. Review the confirmation notice > click **Continue**.
6. Select the organizational unit you want to assign the user to.  
Read about [how the organizational structure works](#).
7. Click **Recover**.

**Note:** It can take up to 24 hours for this change to take effect.

If the user was previously suspended or had their data transferred, they'll show as a suspended user. To give them access to their data, see [Restore a suspended user](#).

## You can't restore a user if...

- It's been longer than 20 days since you deleted the user account.
- The username or email alias has been given to someone else as a primary address or email alias—or if it's used for a group.
- You don't have an available user license.
- Your domain is no longer available or has been moved to another Google Workspace account.

## If the username is being used...

If you try to restore a user but their username is already associated with another account or group, you still might be able to restore the user:

1. Search for the username in your Admin console. For details, go to [Search in the Admin console](#).
2. If the username is being used by an alias address or group, change or delete its username.  
**Note:** Group aliases are not available in search or search results.
3. Follow the steps above to restore the user that was previously using that username.

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### Need more help?

Try these next steps:

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