

# How do I remove a prefix in Excel?

Authored by  
**stats writer**

June 22, 2024

## RECOMMENDED CITATION

stats writer (2024). *How do I remove a prefix in Excel?*. PSYCHOLOGICAL SCALES.  
Retrieved from <https://scales.arabpsychology.com/?p=146909>

Removing a prefix in Excel involves using the "Text to Columns" feature. This feature allows the user to split a cell containing text into separate columns based on a specific delimiter, in this case, the prefix. Once the text is split into columns, the prefix column can be deleted, and the remaining columns can be merged back together to remove the prefix. This process can be useful for cleaning and organizing data in an Excel spreadsheet.

## Remove Prefix in Excel (With Examples)

You can use one of the following formulas to remove a prefix from a cell in Excel:

### Formula 1: Use RIGHT and LEN to Remove Prefix

**=RIGHT(A2,LEN(A2)-3)**

This particular example will remove the first 3 characters from the text in cell A2.

This formula is useful when the first 3 characters represent a prefix you want to remove, yet the prefix might be different for each cell in a range.

### Formula 2: Use TEXTAFTER to Remove Prefix

**=TEXTAFTER(A2, "EMP")**

This particular example will only extract the text after

**the string "EMP" in cell A2.**

**This formula is useful when the each cell in a range has the same prefix (e.g. "EMP") and you'd like to simply extract the text after this prefix.**

**The following examples show how to use each formula in practice.**

**Example 1: Use RIGHT and LEN to Remove Prefix**

**Suppose we have the following dataset that contains ID numbers along with total sales for various employees at a company:**

	A	B	C	D	E	F
1	<b>Employee ID</b>	<b>Sales</b>				
2	AAR1945	14				
3	AAC1448	19				
4	BBD0493	22				
5	ABH8854	25				
6	CCR2394	30				
7	AAF2284	34				
8	AAE1600	28				
9	BTT1756	15				
10	CCE1983	15				
11	CCH2875	12				
12						
13						
14						
15						
16						
17						

**Notice that each employee ID has a prefix of three letters before the ID numbers.**

**We can type the following formula into cell C2 to remove this prefix from cell A2:**

**=RIGHT(A2,LEN(A2)-3)**

**We can then click and drag this formula down to each remaining cell in column B:**

C2    X ✓ *fx*    =RIGHT(A2,LEN(A2)-3)

	A	B	C	D
1	<b>Employee ID</b>	<b>Sales</b>	<b>Employee ID with Prefix Removed</b>	
2	AAR1945	14	1945	
3	AAC1448	19	1448	
4	BBD0493	22	0493	
5	ABH8854	25	8854	
6	CCR2394	30	2394	
7	AAF2284	34	2284	
8	AAE1600	28	1600	
9	BTT1756	15	1756	
10	CCE1983	15	1983	
11	CCH2875	12	2875	
12				
13				
14				
15				
16				

**Column C now contains each employee ID value in column A with the prefix removed.**

**Example 2: Use TEXTAFTER to Remove Prefix**

**Suppose we have the following dataset that contains ID numbers along with total sales for various employees at a company:**

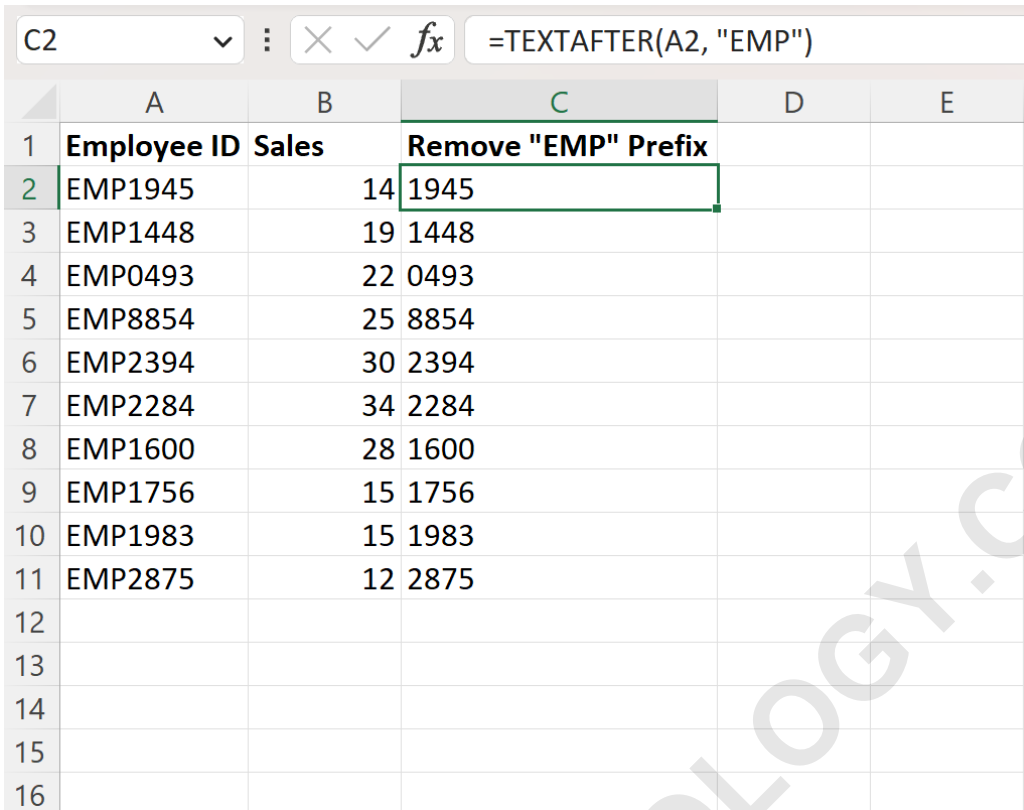
	A	B	C	D	E	F
1	<b>Employee ID</b>	<b>Sales</b>				
2	EMP1945	14				
3	EMP1448	19				
4	EMP0493	22				
5	EMP8854	25				
6	EMP2394	30				
7	EMP2284	34				
8	EMP1600	28				
9	EMP1756	15				
10	EMP1983	15				
11	EMP2875	12				
12						
13						
14						
15						
16						
17						
18						

**Notice that each employee ID has the same "EMP" prefix before the ID numbers.**

**We can type the following formula into cell C2 to remove this "EMP" prefix from cell A2:**

**=TEXTAFTER(A2, "EMP")**

**We can then click and drag this formula down to each remaining cell in column B:**



	A	B	C	D	E
1	<b>Employee ID</b>	<b>Sales</b>	<b>Remove "EMP" Prefix</b>		
2	EMP1945	14	1945		
3	EMP1448	19	1448		
4	EMP0493	22	0493		
5	EMP8854	25	8854		
6	EMP2394	30	2394		
7	EMP2284	34	2284		
8	EMP1600	28	1600		
9	EMP1756	15	1756		
10	EMP1983	15	1983		
11	EMP2875	12	2875		
12					
13					
14					
15					
16					

**Notice that the "EMP" prefix has been removed from each cell in column C.**

**Note: You can find the complete documentation for the TEXTAFTER function in Excel .**

**The following tutorials explain how to perform other common tasks in Excel:**