

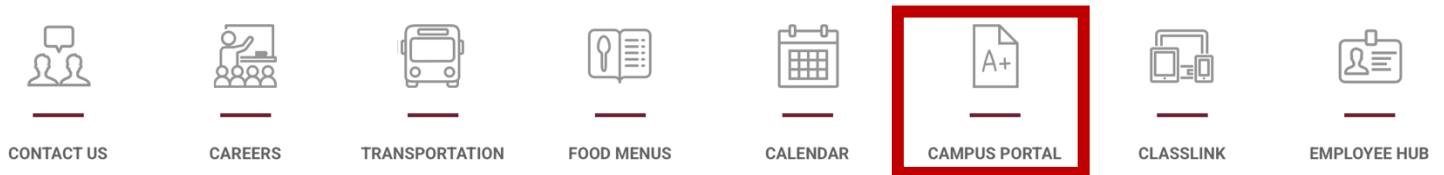


How to ... Request or Drop a Course in VECTOR

<u>Step 1:</u>	Open Campus Student/Parent Portal
<u>Step 2:</u>	Log in to VECTOR – Course Request
<u>Step 3:</u>	Select Request Course
<u>Step 4:</u>	Register for Course
<u>Step 5:</u>	Request to Drop a Course
<u>Step 6:</u>	Click Request Drop
<u>Step 7:</u>	Enter Drop Reason (Required)
<u>Step 8:</u>	Verify your registration status

Step 1: Log into your Campus Portal

Parents: Go to www.fultonschools.org. Select the Campus Portal icon in the middle of the page:

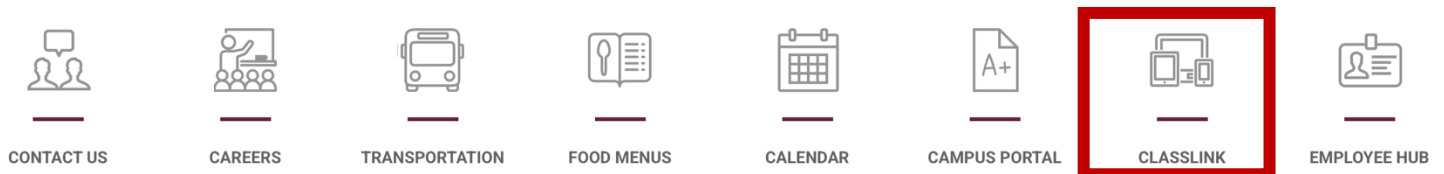


From the Campus Portal Landing Page, click the Campus Parent Portal button to access ClassLink.

Enter the Infinite Campus Student Portal via the ClassLink icon below.



Students: Go to www.fultonschools.org. Select the Classlink icon in the middle of the page:



Enter your FCS log in credentials to access Classlink

Sign in to ClassLink

Username
200412345

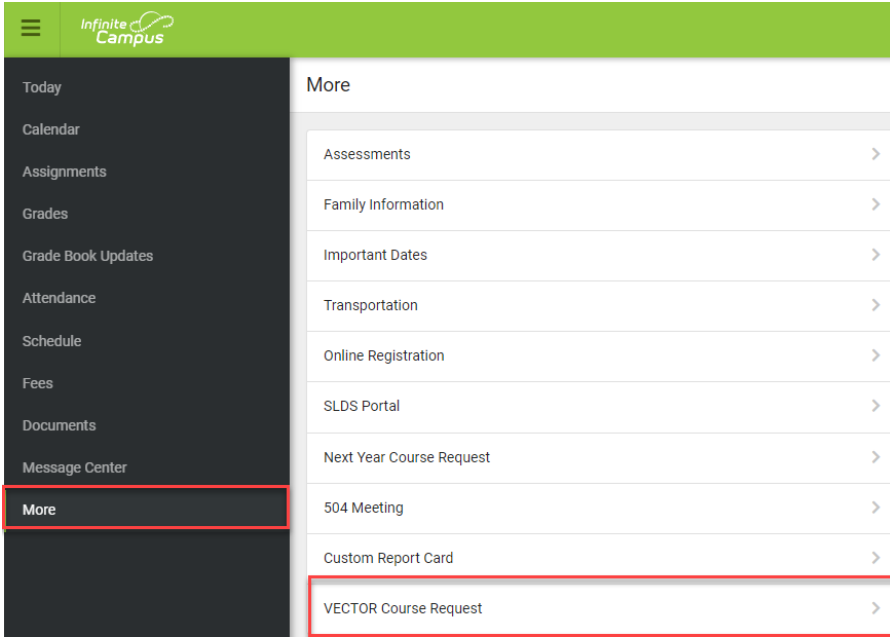
Password

Sign In

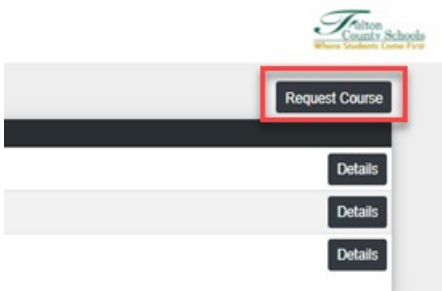
Click the FCS Apps and click on the Infinite Campus Icon



Step 2: Select More from the menu and then select VECTOR – Course Request



Step 3: Click Request Course



Step 4: Select the 1) School – School Year/Term and 2) Course from the drop downs you are registering for. 3) Click Submit Request when done.

Request Course ✕

School - School Year/Term:

24-25 Y_Westlake HS Summer Sch - 2025/R1 ▼

Course:

23.0510001 - 11th Am Lit/Comp ▼

Submit Request

←

←

←

1

2

3

The course will show as pending on your landing page until approved by school personnel.

To Request to Drop a Class

Step 5: From your VECTOR – Course Request landing page click the Details button next to the course you would like to request to drop

VECTOR STUDENTS LOGIN FORM

Request Course

Status	School - Year/Term	Course	Requested By
Dropped	Y_Westlake HS Summer School - 2025/R1	23.0510001 - 11th Am Lit/Comp	
Pending	Y_Westlake HS Summer School - 2025/R1	26.0120001 - Biology	→
Dropped	Y_Westlake HS Summer School - 2025/R1	27.0821001 - Geometry: C&C	

Details

Details

Details

Step 6: Click Request Drop button

Request for at Y_Westlake HS Summer School - 2025/R1 ✕

Current Status
Pending

Course
26.0120001 - Biology

Requested By
Lauren Porter

Last Modified By
Lauren Porter

Requested Date
03/07/2025

Last Modified By Date
03/07/2025

Request Drop

←

Step 7: Enter a Drop Reason (Required) and click Submit Drop Request button.

Request Drop for 23.0630012 - World Literature B

Drop Reason (Required)

Selected the wrong course.

Submit Drop Request

Step 8: You can check the status of all your classes from your VECTOR - Course Request landing page

Status	School - Year/Term	Course	Requested By	Request Course
Scheduled	Y_Westlake HS Summer School - 2025/R1	23.0510001 - 11th Am Lit/Comp		Details
Drop Requested	Y_Westlake HS Summer School - 2025/R1	26.0120001 - Biology		Details
Dropped	Y_Westlake HS Summer School - 2025/R1	27.0821001 - Geometry: C&C		Details