



Drexel University
Office of Alumni Relations
Alumni Online Community Login Instructions

For new users

1. Visit [Drexel.edu/alumni](https://drexel.edu/alumni)
2. Click the yellow SIGN IN box on the right side, or scroll down if on a mobile device
3. On the LOGIN/LOGOUT page, select “click here to begin the process”
4. On the REGISTER NOW! Page, you have two options for logging in
 - a. Enter your last name and Alumni ID
 - i. You can find this number on your Official Drexel University Alumni Card, by calling or emailing us (contact information below), or above your address on a piece of mail from the Alumni Association, including the Drexel Magazine
 - b. Login using an existing social media account
5. Click Next
6. On the ACCOUNT REGISTRATION page, set up your profile
 - a. Required fields are indicated with a red asterisk
 - b. Use the Show/Hide sliding button to make information private within the online community
7. Click SAVE AND CONTINUE
8. You have completed the registration process

To login to an existing account

1. Visit [Drexel.edu/alumni](https://drexel.edu/alumni)
2. Click the yellow SIGN IN box on the right side, or scroll down if on a mobile device
3. Enter your email address and password
 - a. If you have forgotten your password, click the Reset My Password link
4. Click LOGIN

To update your profile

1. Visit [Drexel.edu/alumni](https://drexel.edu/alumni)
2. Sign in using the instructions above that apply to you
3. Click the Update My Info link that appears at the top right of the website as long as you are logged in
4. Find the section you intend to edit, and click the Edit button on the right side of the title bar
 - a. Use the Show/Hide sliding button to make information private within the online community
5. Click SAVE to save changes

Welcome to the Drexel University Alumni Online Community!