

WAGNER CONNECT ACCOUNT REGISTRATION GUIDE

1. Go to alumniconnect.wagner.edu. Scroll down to “New User Registration” and click on the link, which will take you to the **New User Registration Page**.



Alumni Login

Username and password are case-sensitive.

Username

Password

Remember Login

SIGN IN TO WAGNER CONNECT >

New User Registration
[Forgot Password](#)

2. Fill out the **New User Registration** Form with your *current information*, including email, home phone number, address, maiden name (if applicable), class year, and date of birth. At the end of the form, create an easy to remember username and password; this is what you will use to login when you visit the website again!

Here's what it will look like when it's filled in:

Register for Wagner Connect

To register, please fill out the form below and hit submit. If you already have a Username and Password, please [return to the previous screen to login](#).

New User Registration

| | |
|------------------|---|
| First Name: | <input type="text" value="Jessica"/> |
| Last Name: | <input type="text" value="Vincello"/> |
| Preferred Email: | <input type="text" value="jessica.vincello@wagner.edu"/> |
| Confirm Email: | <input type="text" value="jessica.vincello@wagner.edu"/> |
| Home Phone: | <input type="text" value="123-456-7890"/> |
| Country: | <input type="text" value="United States"/> |
| Home Address: | <input type="text" value="123 Main Street"/> |
| City: | <input type="text" value="New York"/> |
| State: | <input type="text" value="NY"/> |
| ZIP: | <input type="text" value="10012"/> |
| Maiden name: | <input type="text" value="Smith"/> |
| Class of: | <input type="text" value="2021"/> |
| School name: | <input type="text" value="Wagner College"/> |
| Birth date: | <input type="text" value="7"/> <input type="text" value="1"/> <input type="text" value="1999"/> |

Account Information

| | |
|-------------------|---|
| Username | <input type="text" value="jessica.vincello"/> |
| Password: | <input type="password" value="*****"/> |
| Confirm Password: | <input type="password" value="*****"/> |

Once you are done, click Submit!

3. After clicking Submit, you will be redirected to the **Registration Confirmation Page**. A message that looks like the following will confirm that your information was received by the Office of Alumni Relations:

WELCOME!

Thank you for joining Wagner Connect. You will receive an email confirmation of your registration for your reference. Please keep your username and password in a secure place and do not share them with anyone. If you forget your password, please use the password reset feature on the login screen. You will never be asked for your password to Wagner Connect.

For security purposes, we must confirm your registration request before giving you access to your personal and private information. Once your account has been activated you will have access to view and update your personal profile, view your giving history, view and update class notes, update communication preferences, and find out about special news and announcements. Please allow us 1-2 business days to process your request, and thank you for your patience.

We invite you to take a moment to review our [privacy policy](#). If you have further questions or comments regarding the use of our site, please contact us at alumni@wagner.edu.

We hope you enjoy your online experience with Wagner Connect, and thank you for being a registered user of the online alumni community.

4. For your reference, you will receive an email confirmation to the address entered on your registration form, which will come in the following format:



Dear Jessica,

Welcome to Wagner Connect!

Thank you for registering for Wagner Connect, an exclusive online community for Wagner College alumni. Below you will find your Username for your reference. Please keep this information in a secure place and do not share your password with anyone. If you forget your password, you may use the password retrieval feature on Wagner Connect to automatically reset your password.

Username: jessica.vincello

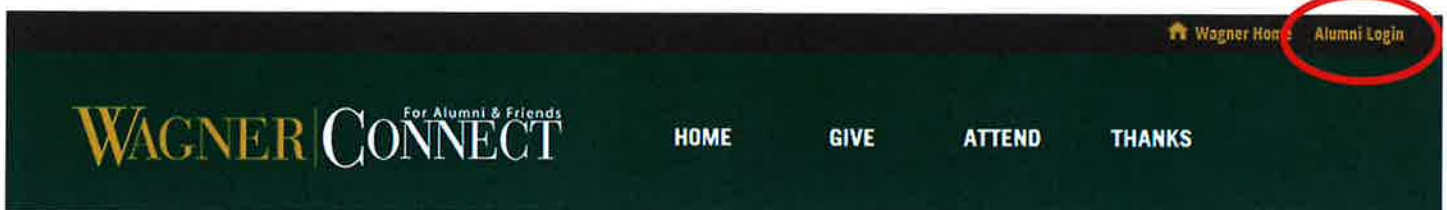
For security purposes, we must confirm your registration before giving you access to your personal and private information. Once your account has been activated, you will have access to view and update your personal profile, view your giving history, view and update class notes, update communication preferences, and find out about special news and announcements. While most registrations are processed on the same day, please allow us 5 business days to process your request. Thank you for your patience.

We take your privacy and security very seriously. We invite you to take a moment to review our [privacy policy](#). You can also [login to our website](#) directly and view your user options.

If you have any questions, or need assistance, please contact the Office of Alumni Relations at alumni@wagner.edu or (713) 390-3224.

Sincerely,
The Office of Alumni Relations
Wagner College

5. Once you've been approved, you will receive an email from The Office of Alumni Relations.
6. You can now return to alumniconnect.wagner.edu and login to access all of the website's features. Click "Alumni Login" in the top right corner of the home page to be sent to the **Login Page**.



Then, re-enter the username and password you created earlier into the **Alumni Login Form**. If this is your *private computer* (meaning only you or trusted individuals are accessing it), you may consider checking the box for "Remember Login." However, this step is *completely optional*. Click the button labeled "Sign into Wagner Connect" after you have entered the correct username and password.

A screenshot of the "ALUMNI LOGIN" form. The title "ALUMNI LOGIN" is in bold black text. Below it, a note says "Username and password are case-sensitive." There are two input fields: "Username" with the text "jessica.vincello" and "Password" with masked characters ".....". Below the password field is a checkbox labeled "Remember Login", which is also circled in red. At the bottom of the form is a large yellow button with the text "SIGN IN TO WAGNER CONNECT" and a right-pointing arrow, which is circled in red. Below the button are two links: "New User Registration" and "Forgotten Password".