Boettcher Scholar & Alumni Community online

Join the Community! Here's how:

Your profile has already been created for you, so you simply need to claim it and then fill out any of the details about yourself that you want to share with your fellow Boettcher Scholars and Alumni.

Go to <u>https://boettcherfoundation.360alumni.com</u> - this is the opening landing page. You should see the Boettcher logo at the top and "Create or Activate your Account". You're going to *activate* your account.



Enter your first and last name in those fields, then click "Next"

First Name	Last Name	
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	NEXT	

Select the email address that matches you* (click the button), then click Next



*If none of the resulting email addresses is yours, stop here and <u>contact a Boettcher Foundation staff</u> <u>member for help</u>. You should not proceed with creating a new profile. If the email address that appears in the results *was* yours but is no longer a valid email (i.e. it's your old high school email account that you do not use now) you can still claim the profile with that old email address and then update the Primary email address on your profile.

Create a new password for your profile, confirm it, check the box for Terms & Conditions, then click SIGN UP. You should land right in your profile which will be in EDIT mode:

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You can update your primary email address, if needed, by clicking the "Change" icon. Add a secondary email address if you wish. Mobile and home/permanent phone numbers are a good idea. Each email and phone number field can be set to Public or Private.

Upload your photo, add a short bio ("About me") and other details that you'd like to share with the Boettcher Community. You can also add links to your social media accounts.

Video instruction: <u>https://boettcherfoundation.org/scholar-alumni-portal/</u> and look for the section "How to Signup and Use the Portal".

Contact <u>alumni@boettcherfoundation.org</u> or <u>scholarship@boettcherfoundation.org</u> for help.