

## SIPA GLOBAL CONNECTION

### *Instructions for Alumni*

**SIPA Global Connection** is a comprehensive online directory of SIPA alumni. The database is filled with profiles of alumni who are searchable by name, degree year, industry, and concentration among other criteria. It's a great way to network with your fellow graduates.

The Alumni Career Advisory Program (**ACAP**) is incorporated into the SIPA Global Connection database. Alumni can search within the database for ACAP members. In addition, alumni have access to the full on-line directory of over 14,000 SIPA alumni.

**ACAP** mentors help students and fellow alums to learn more about particular career fields and organizations by providing information about their profession and career path. These mentors are not expected to provide jobs, but serve as a source of information and guidance.

In our efforts to expand this database, we ask you to update your contact information directly in SIPA Global Connection. This one-time general registration will enable you to renew your record and find networking contacts of SIPA alumni living in 153 countries around the world.

#### ***How to Update Your SIPA Global Connection Profile:***

- Access [www.alumniconnections.com/SIPA](http://www.alumniconnections.com/SIPA).
- Enter your UNI and password.
- Click on "Edit Your Personal Information".
- Update your profile.

#### ***If You Don't Know Your UNI:***

- Access [www.alumni.columbia.edu](http://www.alumni.columbia.edu).
- Submit "UNI Request Form".
- Once you receive your UNI and PIN, return to the Alumni Affairs website to "Activate UNI".

#### ***If You Don't Know Your Password:***

- Access <https://www1.columbia.edu/sec/acis/manageaccount/forgot.html>.
- Submit "Forgot Your Password?" form.

#### **To Use ACAP:**

Visit [www.alumniconnections.com/SIPA](http://www.alumniconnections.com/SIPA).

#### **To Become an ACAP Mentor:**

If you are not currently an ACAP member, the Office of Career Services invites you to consider becoming a resource for current SIPA students and alumni. ACAP mentors help students and fellow alums to learn more about particular career fields and organizations by providing information about their profession and career path. In order to participate, be sure to check the **ACAP** box when updating your profile.