

# Steps to Update the Information on Alumni Portal

**Step 1:** Visit <https://nitjalumni.org/>

**Step 2:** Click on **Login** option.

**Step 3:** Enter Roll No., Year of Joining, Branch and Password

**Step 4:** After login, click on **Edit Profile** option.

**Step 5:** In the Edit Details section, Enter the following details and click on **Submit** button:

- a) Email Address
- b) Current Designation
- c) Company/Organization Name
- d) Address
- e) Mobile Number
- f) Profile Link (LinkedIn etc.)

**Note:**

1. Password is first three letters of alumnus name then first three letter of father's name in small letter with year of joining e.g **abcxyz1998**
2. After login, Alumni search option can be used to search the information about alumni.
3. Email Address, Profile Link, Company Name / Designation will be visible to all using the Alumni Search option.
4. Other options like: Password Change, Feedback, Logout etc. can be accessed by clicking on Roll No. given at the Top Right Corner.