



UBIDS ALUMNI SYSTEM

USER MANUAL

How to Register

Step 1: Enter a valid email address which will serve as your username.

Step 2: Enter your full name (legal Name)

Alumni Management System
Register

Email
Email

Full Name
Full Name

Password
Password

Gender
Select Gender Gender

Contact Number
Contact Number

Graduation Year
Graduation Year

Step 3: Enter your password (NOT NECESSARILY PASSWORD TO YOUR EMAIL). You will need that to login to the alumni portal.

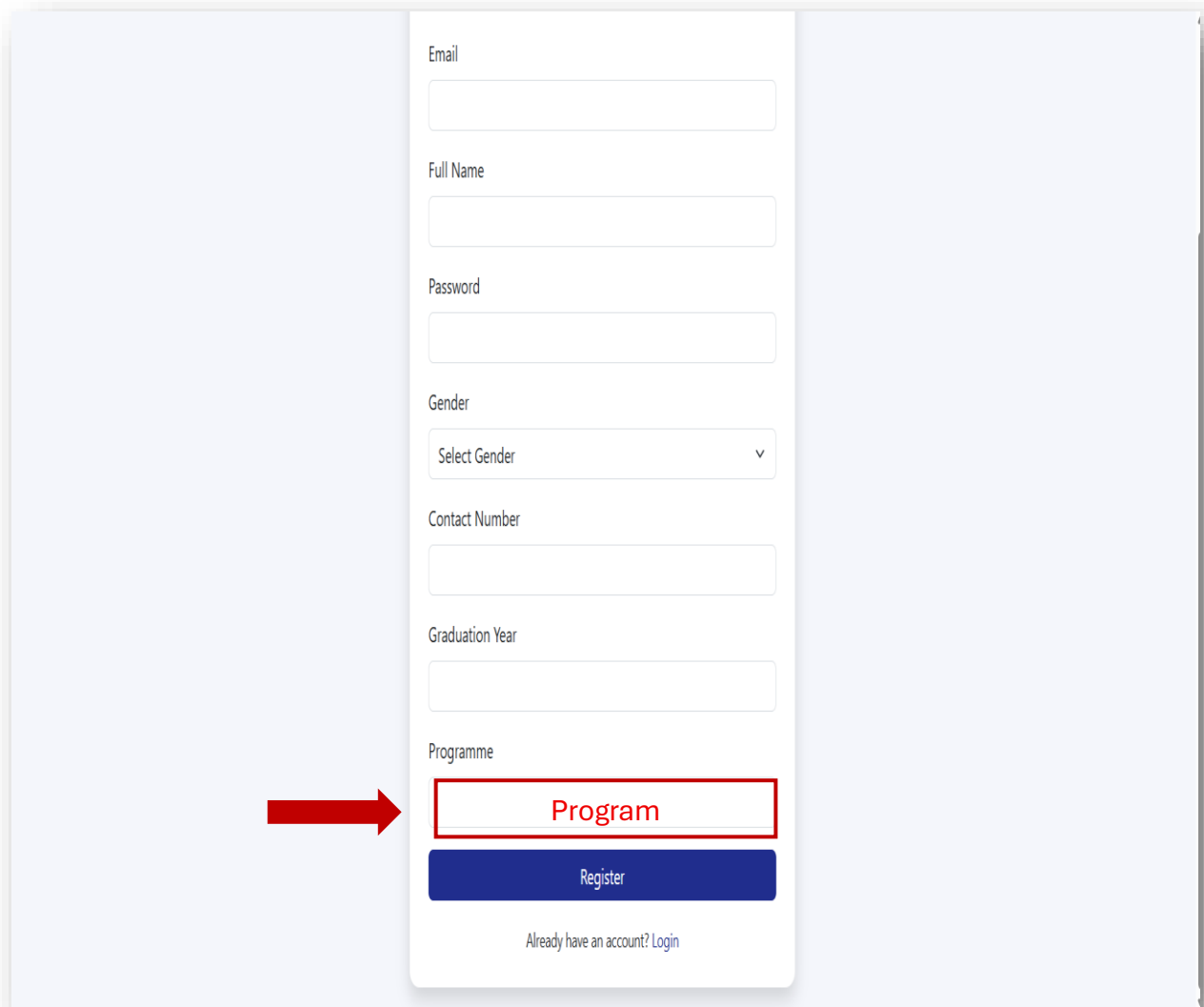
Step 4: Select your gender.

Step 5: Enter your contact number (A VALID PHONE NUMBER IS REQUIRED).

Step 6: Enter your graduation year.

Step 7: Enter the program you studied

Step 8: Click the **REGISTER BUTTON** to register



The image shows a registration form with the following fields: Email, Full Name, Password, Gender (a dropdown menu with 'Select Gender' and a downward arrow), Contact Number, Graduation Year, and Programme. The 'Programme' field is highlighted with a red border and contains the text 'Program'. A large red arrow points from the left towards this field. Below the 'Programme' field is a blue 'Register' button. At the bottom of the form, there is a link that says 'Already have an account? Login'.

Email

Full Name

Password

Gender

Select Gender

Contact Number

Graduation Year

Programme

Program

Register

Already have an account? [Login](#)