

Visit the Alumnae Portal at www.chapin.edu!

Make Alumnae Connections

Having trouble remembering your username/password?

Visit us online at www.chapin.edu, click on “Chapin Login” in the upper right corner. Click ‘[Forgot your username/password?](#)’ button. Enter your email address. Your username and password will be emailed to you automatically.

You can also contact Irina MacGuire, director of alumnae affairs, at alumnae@chapin.edu or 212.570.4916.

Instructions for alumnae:

1. To login to the Alumnae Portal: Click on the ‘Chapin Login’ button at the top right of the www.chapin.edu home page and enter your login credentials (provided at Reunion or via mail).



CHAPIN
brave for others, brave for self

ABOUT ACADEMICS ADMISSIONS ALUMNAE ATHLETICS GIVING **LOGIN** QUICKLINKS ← Click here

Please log in below to view the requested page.

Site Login

Please provide your username and password to log in:

username

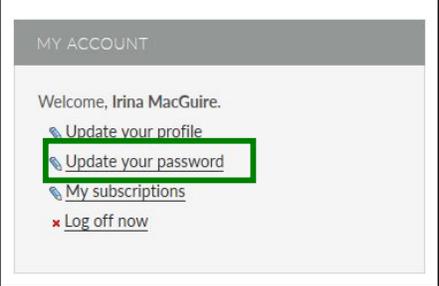
password

← Enter username/password here

[Forgot your username/password?](#)

After you are logged in:

2. Update your password: In the MY ACCOUNT box, click ‘Update your password.’



MY ACCOUNT

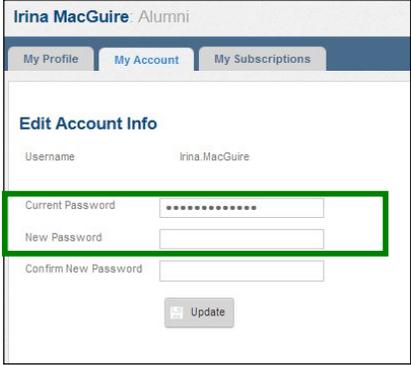
Welcome, Irina MacGuire.

[Update your profile](#)

[Update your password](#) ← Click ‘Update your password’

[My subscriptions](#)

[Log off now](#)



Irina MacGuire, Alumni

My Profile My Account My Subscriptions

Edit Account Info

Username Irina.MacGuire

Current Password ← Enter your current password and create a new password. Press ‘Update’ to save your new password.

New Password

Confirm New Password

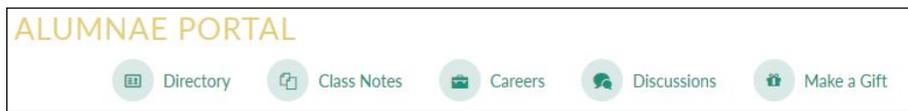
3. Update your profile: In the same MY ACCOUNT box, as shown above, click 'Update your profile.'

← In this section, make changes to your profile by typing in the text box next to each field title. When finished, press the  button at the bottom of the page to save all changes.

It is important that we have your most up-to-date information. The online directory is one of the best resources that the Alumnae Association can provide to alumnae for networking and sharing their experiences with one another.

Your alumnae class year, business information and professional and life experiences will only be viewable to your fellow alumnae.

4. Explore the portal: There is an easy way to navigate from this page.



Clicking on any of these quick-link tabs will bring you directly to that specific page:

Directory, Class Notes, Careers (Chapin Career Network), Discussions & Make a Gift (Donation Form)

5. Search Feature: If you go to the directory, you can search for alumnae by location by filling out city/zip code, state/province, and country.

If you go to the Directory, enter a location to find alumnae in a specific address or class year.

Example: "New York" or "10028" or "United States" or "1990"



6. Search by Keyword: If you go to the directory, you can search for alumnae by **profession** by using keywords.

Searching by keyword allows you to find alumnae in a specific profession.

Example: "graphic design" or "law" or "education."



7. Shift from other areas of the Chapin website back to the Alumnae Portal: If you leave the Alumnae portal to go to a non-password protected area of the Chapin website, click the 'Portals' button on the bottom black bar and click 'Alumnae Portal' to go back to the portal.

