



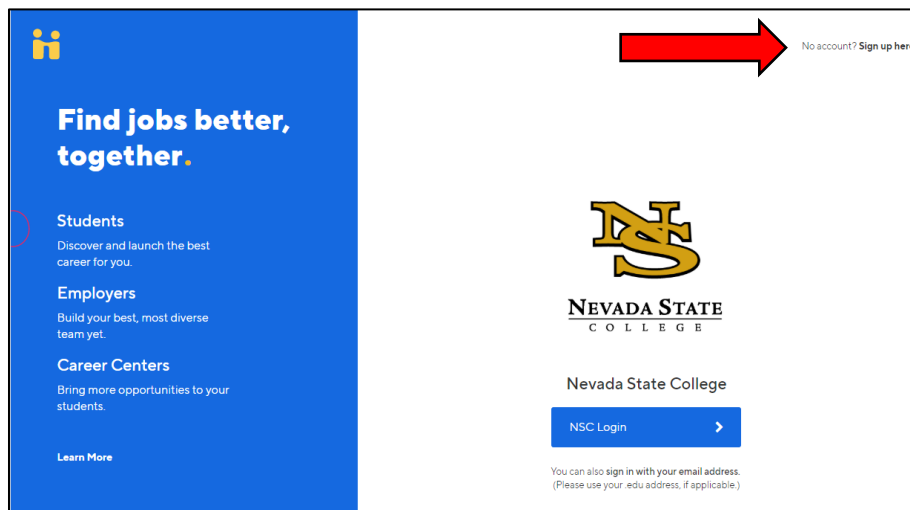
Alumni Steps to Create a Handshake Account

IF YOU ARE A RECENT ALUMNUS WHO GRADUATED AFTER JANUARY 2017: You already have a Handshake account and can log in using the same steps as a currently-enrolled student! To log in:

- Visit handshake.nsc.edu and click on the blue NSC login button.
- Enter your NSHE ID# and password associated with your NSC account.
- Having issues? Email career@nsc.edu.

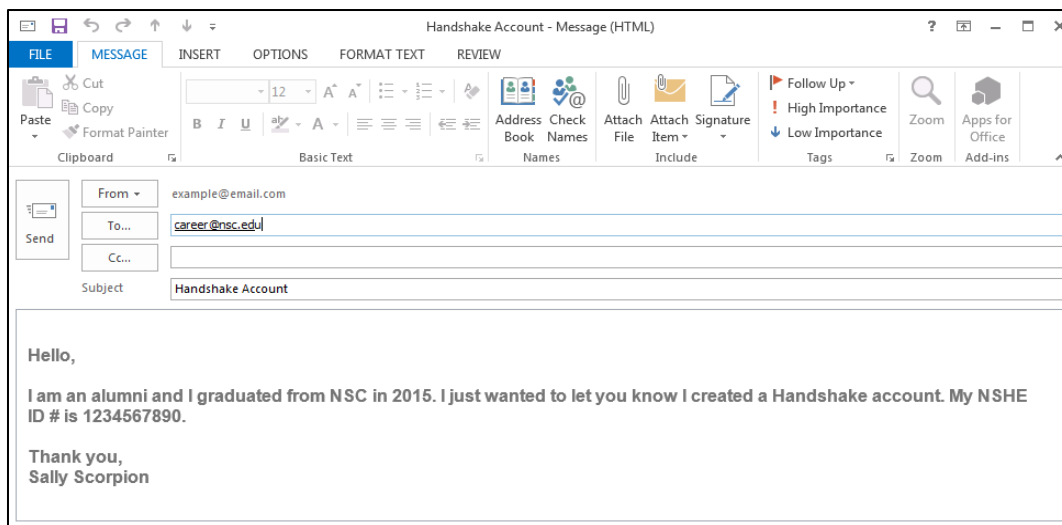
IF YOU ARE AN ALUMNUS WHO GRADUATED PRIOR TO JANUARY 2017: Please complete the steps below to create your Handshake account.

1. Go to handshake.nsc.edu. **DO NOT** click the NSC blue login button. Instead, click the “No account? Sign up here” in the top right corner.



2. On the next screen, enter your email address and click the “Next” button. (Please note you can enter a personal email address. It does not have to be an .edu address.)
3. Next, confirm that Nevada State College is the selected school. Then click the “Next” button.
4. Create a password. Your password must be 8+ characters and contain at least two of the following categories: letters, numbers, and special characters. Check the “I agree” box and then click “Create Account.”

5. You will then receive an email from Handshake that will ask you to **confirm your email** after you have signed up for an account. Open that email to confirm your email address and registration. If you don't receive a Handshake confirmation email, check your spam folder.
6. **IMPORTANT! If you do not complete this final step, we will not review and approve your account.** Once you have created your account, email the Career Services Center at career@nsc.edu with your **name, NSHE ID#, NSC graduation year, your degree earned**, and inform us that you created an account. Within 3 business days of receiving your email, we will verify that you're an alumni and approve your pending request to join Handshake.



Questions about Handshake? Contact NSC's Career Services Center at 702-992-2611 or via email at career@nsc.edu.