

Dear Student,

The Alumni database is made available to you as a courtesy. As a pending Alumnus of the Goizueta Business School, you are welcome to identify individuals to aid in your search for employment or make professional contacts.

Our Alumni trust us to keep their information private. **Under no circumstances is the information in this database to be used for solicitation of any kind.** Copying, transferring or reproducing this information other than for personal contact from you to an individual is expressly prohibited. Any use of this information to populate e-mail lists, ListServe lists or other bulk electronic and/or non-electronic communications is forbidden.

In using the Alumni Database you agree to comply with the policies, guidelines and laws applicable to Information Technology at Emory. These are defined in the [Emory University Technology Use and Guidelines](#) and the [Goizueta Business School Technology Use Policy](#). Any misuse of this information may result in suspension of privileges and further disciplinary action according to these guidelines and policies.

You may receive more current information from an alumnus when contacting them. Please provide any updated information to the Alumni office. Quite often alumni assume you are forwarding more recent information and this would be of great assistance in maintaining up-to-date information.

To begin using the system, go to this link and follow the registration steps below:

<http://goizueta.emory.edu/alumni/directory.html>

Step 1: Search for your record (your name & class yr)

Step 2: Select your name from the search results list

Step 3: Validate your security information

Step 4: Select User ID and password

If you have any trouble establishing your password you may use the following login, however, you should follow the steps below to establish your own login:

Login- Busadmin

Password- goizueta1

IMPORTANT!! If you get this message:

"You have tried to access a page that is currently restricted for Emory students. Students may only access the Emory Career Network and the Permanent E-mail features on the Online Community. All other members-only features will be available to you when you attain alumni status."

**THEN YOU MUST SEND AN EMAIL WITH YOUR EMORY ID# AND GRADUATION YEAR
TO: ecn@emory.edu or aeaadmin@emory.edu**