

HOW-TO REGISTER FOR MYSIGMAPI

ALUMNI ENROLLMENT

An innovative, efficiency-enabling tool that networks our membership, **mySigmaPi** is a chapter's communication portal and the go-to place for $\Sigma\Pi$ resources for undergraduates and alumni alike. With drag-and-drop technology, you can customize your mySigmaPi Dashboard, putting front and center the tools you use the most and the things that you want to see. Make it your own by choosing your newsfeeds, widgets for your dashboard, adding your own pictures under your profile and linking your Facebook account.

1.) Visit mySigmaPi.com or sigmapi.org and click on the **mySigmaPi** link.

2.) Click on the **'Register for Access'** link

WELCOME! myΣΠ

username

password

Forgot password?
Register for access
Questions?

SIGN IN

- OR -

f Connect

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3.) Click the **'Select Enrollment Type'** dropdown box and choose **'Alumni Enrollment.'**

myOmegaFi | Pay Now Search Login

Ω OMEGAFISM
run, raise, connect.

Vault
So your chapter can do more.

Embark
Taking fundraising further.

Compass
Membership in motion.

About OmegaFi


Establish Access myΣΠ

[Select Enrollment Type] ▼
[Select Enrollment Type]
Undergraduate Enrollment
Alumni Enrollment

“ Thanks for all your help with everything. The alumni have been responding positively to what we've done this year, and you're to thank for a lot of that.”

Michael Glick
Alumni Relations Chairman
Zeta Beta Tau

4.) Complete the form by providing your First Name, Last Name, Initiated Chapter and either your Graduation Year or Initiate Year. After providing this information, you will need to select a username and password and click 'Register.'



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Establish Access



Alumni Enrollment ▾

To establish access to mySigmaPi please complete the following information. If you have questions or problems creating your mySigmaPi account, please contact Nadine Mills at (615) 373 - 5728.

mySigmaPi is powered/supported by OmegaFi.

First Name	Zach	*
Last Name	Taylor	*
National Organization	Sigma Pi	
Initiated Chapter	Omega Omega ▾	*
Initiate Year	1996	
Graduation Year	2000	
Username	ztaylor	*
Password	*****	*
Confirm Password	*****	*


* Denotes A Required Field
Note: Either Initiate Year OR Graduation Year is also required

Register

“ Thanks for all your help with everything. The alumni have been responding positively to what we've done this year, and you're to thank for a lot of that.

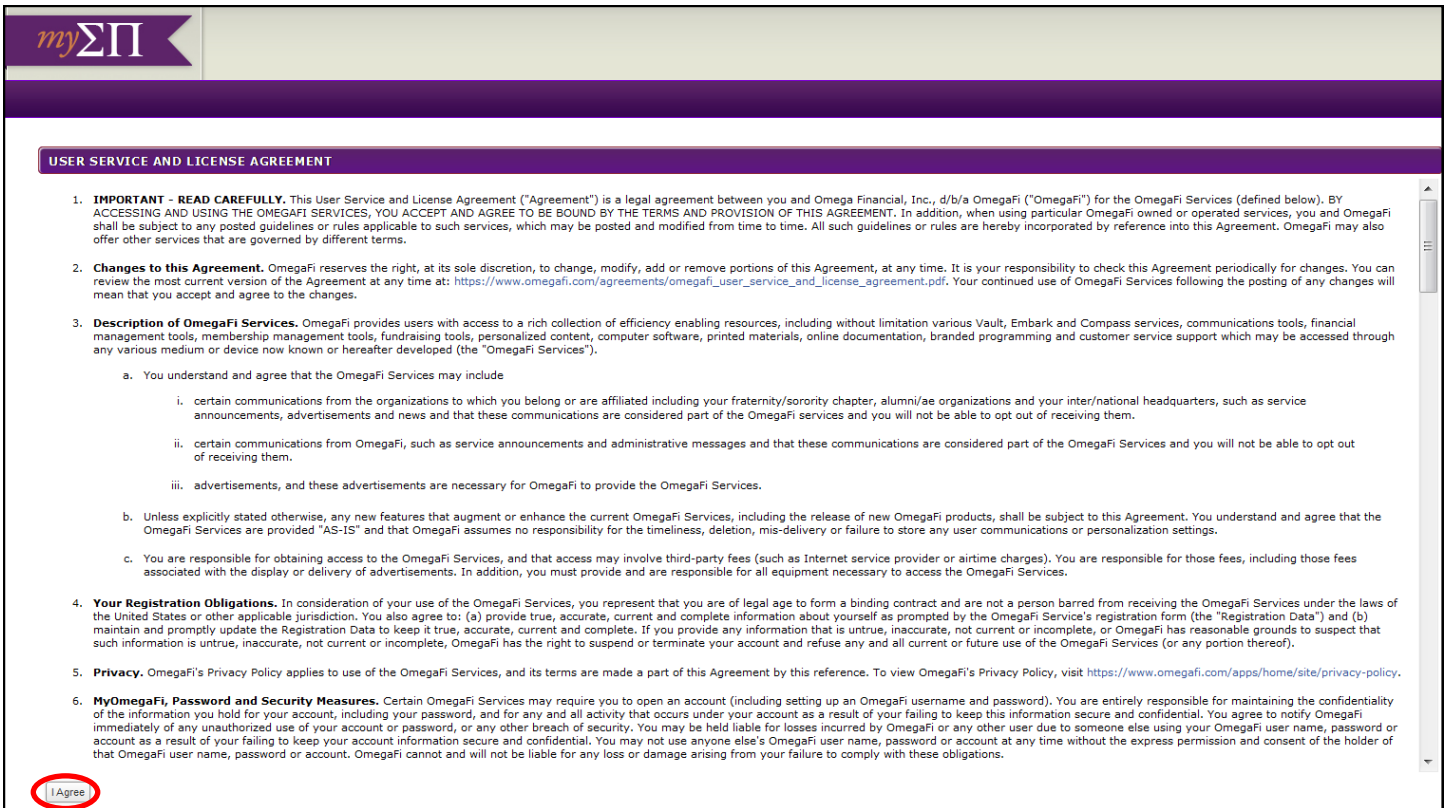
Michael Glick
Alumni Relations Chairman
Zeta Beta Tau

FEATURED
Team Member ◀ ▶



JOHN WOOLBRIGHT
Despite his immersion in coding "languages" most of us don't understand, John can and will talk to you about anything, with interest and ease.
Get in touch!

5.) After registering, a user service and license agreement will appear. After reading through, click **'I Agree.'**

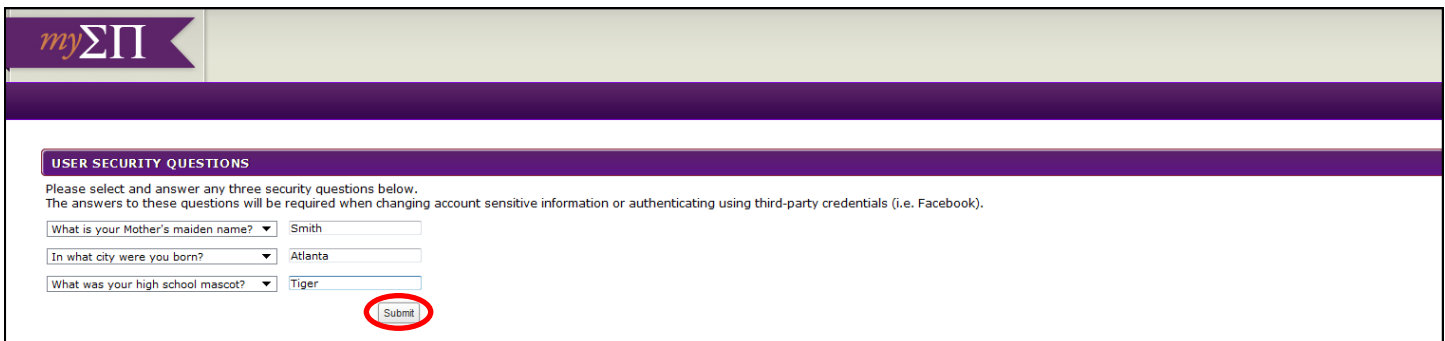


myΣΠ

USER SERVICE AND LICENSE AGREEMENT

- IMPORTANT - READ CAREFULLY.** This User Service and License Agreement ("Agreement") is a legal agreement between you and Omega Financial, Inc., d/b/a OmegaFi ("OmegaFi") for the OmegaFi Services (defined below). BY ACCESSING AND USING THE OMEGAFI SERVICES, YOU ACCEPT AND AGREE TO BE BOUND BY THE TERMS AND PROVISIONS OF THIS AGREEMENT. In addition, when using particular OmegaFi owned or operated services, you and OmegaFi shall be subject to any posted guidelines or rules applicable to such services, which may be posted and modified from time to time. All such guidelines or rules are hereby incorporated by reference into this Agreement. OmegaFi may also offer other services that are governed by different terms.
- Changes to this Agreement.** OmegaFi reserves the right, at its sole discretion, to change, modify, add or remove portions of this Agreement, at any time. It is your responsibility to check this Agreement periodically for changes. You can review the most current version of the Agreement at any time at: https://www.omegafi.com/agreements/omegafi_user_service_and_license_agreement.pdf. Your continued use of OmegaFi Services following the posting of any changes will mean that you accept and agree to the changes.
- Description of OmegaFi Services.** OmegaFi provides users with access to a rich collection of efficiency enabling resources, including without limitation various Vault, Embark and Compass services, communications tools, financial management tools, membership management tools, fundraising tools, personalized content, computer software, printed materials, online documentation, branded programming and customer service support which may be accessed through any various medium or device now known or hereafter developed (the "OmegaFi Services").
 - You understand and agree that the OmegaFi Services may include
 - certain communications from the organizations to which you belong or are affiliated including your fraternity/sorority chapter, alumni/ae organizations and your inter/national headquarters, such as service announcements, advertisements and news and that these communications are considered part of the OmegaFi services and you will not be able to opt out of receiving them.
 - certain communications from OmegaFi, such as service announcements and administrative messages and that these communications are considered part of the OmegaFi Services and you will not be able to opt out of receiving them.
 - advertisements, and these advertisements are necessary for OmegaFi to provide the OmegaFi Services.
 - Unless explicitly stated otherwise, any new features that augment or enhance the current OmegaFi Services, including the release of new OmegaFi products, shall be subject to this Agreement. You understand and agree that the OmegaFi Services are provided "AS-IS" and that OmegaFi assumes no responsibility for the timeliness, deletion, mis-delivery or failure to store any user communications or personalization settings.
 - You are responsible for obtaining access to the OmegaFi Services, and that access may involve third-party fees (such as Internet service provider or airtime charges). You are responsible for those fees, including those fees associated with the display or delivery of advertisements. In addition, you must provide and are responsible for all equipment necessary to access the OmegaFi Services.
- Your Registration Obligations.** In consideration of your use of the OmegaFi Services, you represent that you are of legal age to form a binding contract and are not a person barred from receiving the OmegaFi Services under the laws of the United States or other applicable jurisdiction. You also agree to: (a) provide true, accurate, current and complete information about yourself as prompted by the OmegaFi Service's registration form (the "Registration Data") and (b) maintain and promptly update the Registration Data to keep it true, accurate, current and complete. If you provide any information that is untrue, inaccurate, not current or incomplete, or OmegaFi has reasonable grounds to suspect that such information is untrue, inaccurate, not current or incomplete, OmegaFi has the right to suspend or terminate your account and refuse any and all current or future use of the OmegaFi Services (or any portion thereof).
- Privacy.** OmegaFi's Privacy Policy applies to use of the OmegaFi Services, and its terms are made a part of this Agreement by this reference. To view OmegaFi's Privacy Policy, visit <https://www.omegafi.com/apps/home/site/privacy-policy>.
- MyOmegaFi, Password and Security Measures.** Certain OmegaFi Services may require you to open an account (including setting up an OmegaFi username and password). You are entirely responsible for maintaining the confidentiality of the information you hold for your account, including your password, and for any and all activity that occurs under your account as a result of your failing to keep this information secure and confidential. You agree to notify OmegaFi immediately of any unauthorized use of your account or password, or any other breach of security. You may be held liable for losses incurred by OmegaFi or any other user due to someone else using your OmegaFi user name, password or account as a result of your failing to keep your account information secure and confidential. You may not use anyone else's OmegaFi user name, password or account at any time without the express permission and consent of the holder of that OmegaFi user name, password or account. OmegaFi cannot and will not be liable for any loss or damage arising from your failure to comply with these obligations.

6.) After agreeing to the service and license agreement, you will need to select three security questions, which will be used in the case you forget your username and password. After completing, click **'Submit.'**



myΣΠ

USER SECURITY QUESTIONS

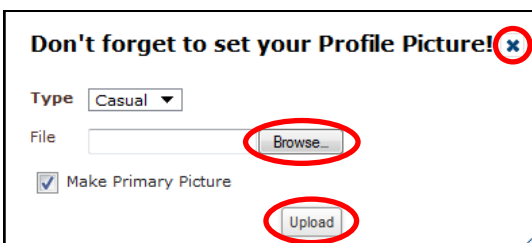
Please select and answer any three security questions below. The answers to these questions will be required when changing account sensitive information or authenticating using third-party credentials (i.e. Facebook).

What is your Mother's maiden name?

In what city were you born?

What was your high school mascot?

7.) After choosing your security questions and clicking submit, a pop-up window asking you to set your profile picture will appear. You may either click the **X** to skip this step, or browse and upload a profile picture. This picture will be seen on your public profile within **mySigmaPi**.



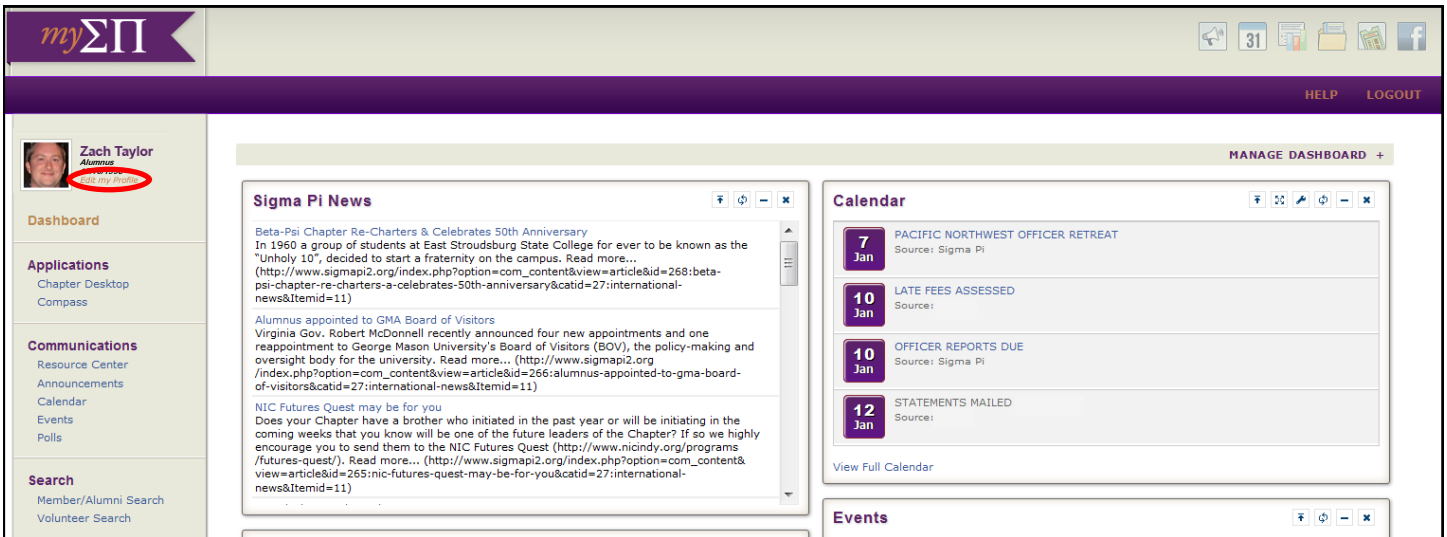
Don't forget to set your Profile Picture!

Type

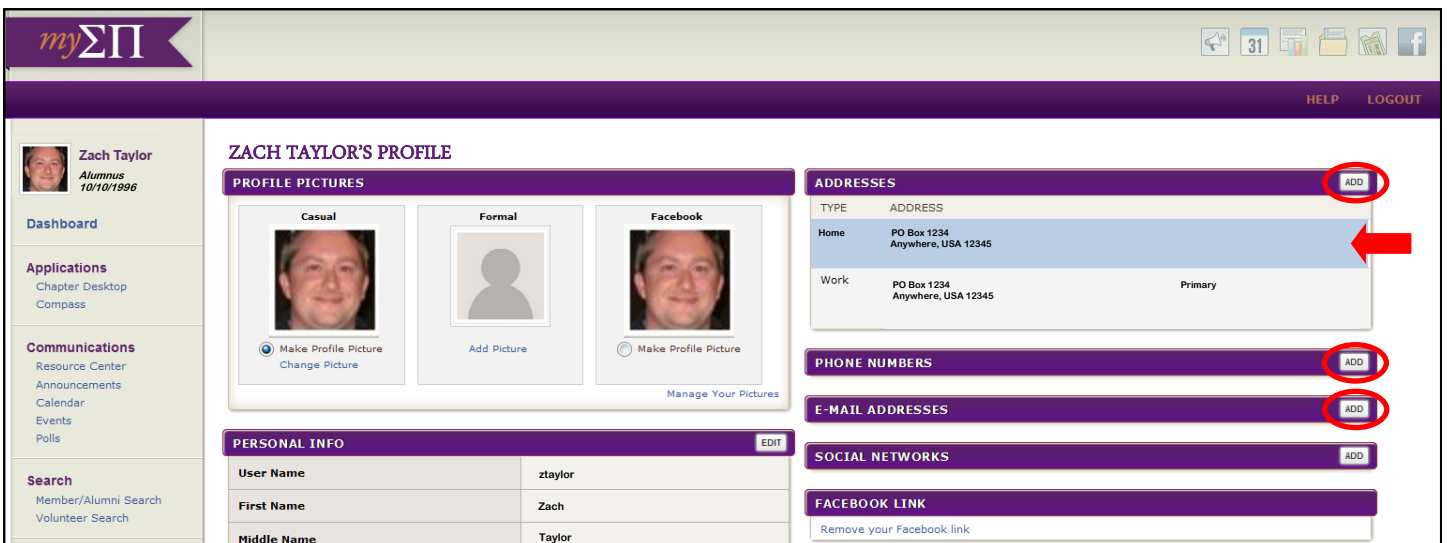
File

Make Primary Picture

8.) You should now be fully registered and logged into the mySigmaPi system. From here, you have several options. First, please check your profile information to ensure its accuracy. To do this, click on **'Edit My Profile'** in the top left corner of the page.



9.) From here, you can add or edit any of your contact information (address, phone numbers, email, etc.) This contact information is the same contact information that the Executive Office of Sigma Pi will keep on file. Updating this information will ensure that you continue to receive *The Emerald*. To edit, roll your mouse over the area you wish to edit and click (the area will highlight blue). To add, simply click the 'ADD' button.



10.) After editing your profile, you now can enjoy all the benefits of mySigmaPi. Check out features such as the Resource Center, Calendar, and Member/Alumni Search. Your mySigmaPi provides:

- Facebook integration that allows you to link your FB and mySigmaPi accounts, login with your FB credentials, check your News Feed and see your friends.
- Customization to your heart's content! Your dashboard has drag and drop technology that allows you to put front and center the tools you use most and the things that you want to see.
- Easy access to connect with our membership through volunteer, brother and chapter searches.
- Auto-notifications of activity such as ΣΠ documents uploaded for your access, new polls or calendar events

for you to see, and Facebook notifications and requests you've received.

- Your personal picture profile...you'll decide how you look on mySigmaPi, in member lists and communication with your chapter.



If you experience any problems or have any questions, please contact the Executive Office at 1-800-332-1897.