1. Follow the link or ask your career services staff member sent out or go to app.joinhandshake.com and click Sign Up for an Account on the left side of the screen.

2. Select Mentor on the far left and fill out the account information using your email address (if you already have an account as a student, career services staff member or employer you should use the same email address). Once you have done this, go to your email and confirm your account.

3. Enter your name, email address & password, then click submit.
Tip: If you already have a student or employer account use the same email address so you can easily navigate between accounts.

4. You will need to confirm your email address by clicking Confirm your email.
5. Once you confirm your email address you will be taken to the main login screen where you can enter your email address and password. Fill out your profile in order to give students an idea of who you are and what kind of mentorship you would like to provide.

6. The next section is Accounts where you can determine what type mentoring you would like to do.

7. Select your area of expertise and save your information.

**Tips To Enhance Your Profile:**

- Advice should be used to tell the students a little more about what you would like to do for them, and any pieces of advice you think everyone that gets on your profile should know.
- Mentor Information: This is where you get to control how your relationship with students operates. Here you can determine if you would like students to reach out to you or decide that you would only like to reach out to them.
- Upload any documents that you feel would be relevant for the mentorship process. This may include things like: a portfolio of your work or tips on career searches.

For more information, please contact Career Opportunities and Employer Relations at: career@mst.edu or 573-341-4343