



ASK Program Mentee Application Instructions

The Alumni Sharing Knowledge (ASK) Program connects students and recent graduates with alumni mentors in a variety of professional industries and with a diverse range of backgrounds and experiences. Students/alumni interested in connecting with an ASK Mentor should take the following steps to register for the program:

Step 1: Obtain Your Unique ID Number

Email alumni@oswego.edu with the following message/information to obtain your unique ID number, needed to login to the ASK software initially:

Greetings,

My name is [FULL NAME] and I am writing to obtain my Unique ID Number, in order to login and submit an ASK Mentee Application Form. My SUNY Oswego Student ID Number is [STUDENT ID NUMBER] and my date of birth is [DATE OF BIRTH].

I look forward to hearing back soon. Thank you!

This email account is monitored Monday through Friday, between 8 a.m. – 4 p.m. Please allow up to 2 business days for a response, though it will be addressed as quickly as possible. Alternatively, you may call 315-312-3003 during those same business hours.

Step 2: Login to OsweGoConnect

Once you've received your Unique ID Number from the Office of University Advancement, visit alumni.oswego.edu/ask and click on **LOGIN** in the **upper right-hand corner of the page**.



First-time users can either click the 'click here' link or the 'First Time Login' option.

Login/Logout

If you are already registered, please log in with your username and password below. If you have not yet registered and would like to do so, please [click here](#) to begin the process.

Primary Email:

[Send My Username](#)

Password:

[Reset My Password](#)

Remember My Email

LOGIN

[First Time Login](#)

Enter your first and last name to ensure you don't already have an existing account.

Account Lookup – Lookup

There's a chance OsweGoConnect already has your information on file. Please enter the appropriate information below and click "Find."

First Name:

Last Name:

FIND >>

Click the circle next to your name.

	FIRST NAME:	LAST NAME:	OSWEGO DEGREE MAJOR 1:	CLASS YEAR: :
<input type="radio"/>	Brittany	██████████		

Enter your Unique ID Number that you obtained from the Office of University Advancement.

Account Lookup – Verify

Enter your 9 digit ID number in the box below and click "Verify". If you do not know your ID number or if you need assistance, call [315-312-2258](tel:315-312-2258) or email us at alumni@oswego.edu.

Unique ID:

VERIFY

Enter your account information and create a password. Once you indicate that you've read the terms and conditions, your registration is complete and you can login to OsweGoConnect.

Password: *

Password Requirements Hide

Password must be at least 8 characters,
and requires one of each of the following:

Uppercase letter(s)

Lowercase letter(s)

Number(s)

Symbol(s)

Password

Confirm

Please read the [Terms and Conditions](#) *

Please Choose ▼ Hide

Step 3: Complete the ASK Mentee Application Form

After logging into OsweGoConnect using the password you created, [complete and submit the ASK Mentee Application Form](#), found at alumni.oswego.edu/ask.

Step 4: Browse the ASK Mentor Directory

Once you've submitted the ASK Mentee Application Form, you may **login anytime to access the ASK Mentor Directory** – where you can search our database of hundreds of SUNY Oswego alumni who have registered as Mentors through the ASK Program. You can search by specific employers; job titles; industries; majors; class years; shared educational experiences; shared student activities; and more.

The ASK Program offers the opportunity for alumni mentors and mentees to connect professionally, as well as based on shared identities, backgrounds and experiences relating to their time at Oswego and beyond. These identity points include gender or sexual identity, race, ethnicity and more. If you are interested in connecting with an alum based on one or more of these identity points, please reach out to us at ask@oswego.edu and we will assist you.

Step 5: Submit the Mentor Request Short List Form

Once you've searched the ASK Mentor Directory and have found alumni you are interested in connecting with, [please complete the Mentor Request Short List form](#) to provide the name(s) and class year(s) of up to five (5) mentors with whom you're interested in connecting.

On the form, please list the alumni mentors in order of preference. If we are unable to connect you with your first choice, we will move on to the next person on your list.

Please note: We match all mentees with one alumni mentor at a time. We can match mentees with additional mentors once the initial communication and connection has been established with their first alumni mentor.

Step 6: Await Connection from ASK Coordinator

Upon receiving your short list submission, an ASK Coordinator will reach out to you via email to help connect you with one of your mentors. Please allow 5 - 7 business days for an ASK Coordinator to follow-up with this connection.

Step 7: Connect with Mentor and Follow-Up

Once you receive an email from an ASK Coordinator with your ASK Mentor copied in, you are able to connect directly with your Mentor accordingly, to arrange the best time and method of correspondence moving forward that works most effectively with your mutual schedules.

Be sure to allow reasonable time for your Mentor to respond to your inquiries (remember – they are likely a busy, working professional!), and likewise, please be sure to follow-up with outreach from your Mentor in a respectful and timely manner from your end.

Finally, please follow-up with ask@oswego.edu to let us know how your Mentor connection is going, and please respond to programmatic surveys when they're sent – to help us continually improve this program moving forward!