



## **Palamuru University Mahabubnagar**

### **Steps to Register Alumni Students in Chancellor's Connect**

#### **Prerequisites:**

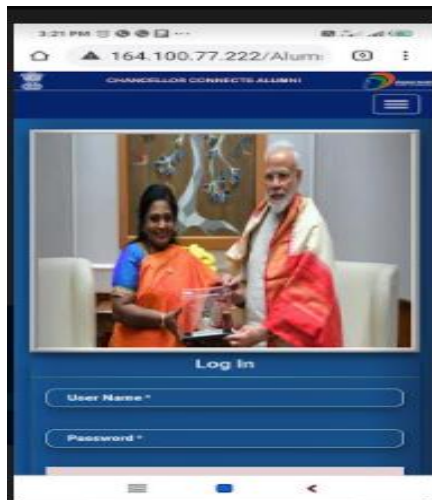
1. Passport photo (JPEG File)
2. Convocation / Provisional / Memo (PDF)
3. Roll No
4. Email ID
5. Mobile Number
6. Address

#### **Follow the steps :**

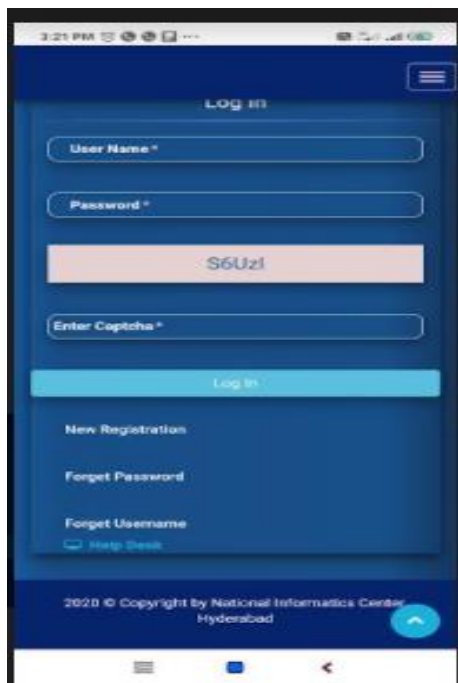
1. Open [www.palamuruuniversity.ac.in](http://www.palamuruuniversity.ac.in) website
2. You will find the following line scrolling in blue color click on this “ Palamuru University Alumni Registration ....Read more ”



3. If you click you will be directed to Chancellor Connect Alumni Log in..



4. In that Website Click on “ New Registration “



5. User Registration form will be opened



6. Try to fill the details like User Name, Password, Full Name, Email Id, Mobile Number, College name (click on other and type your college name) and Role “ Select “ Student only and enter the Captcha

*Note: While creating password read the instructions by clicking on ? symbol beside or a password should consists of Capital letter, Special Character @#&!&, Numbers total password should be of 8 characters*

7. Submit

8. OTP will be generated in your email. Please check and enter the OTP

9. Then your user name will be registered

10. Now login by username and password

11. you will be opened a dash board which consists of profile in left side

12. Click on profile and enter the details like date of birth, office address ( if you are working otherwise copy residential address in office address) , residential address, roll number, course, state, district, city, provisional or convocation certificate (PDF) should be uploaded and your passport photo (JPEG).

13. After submission log out

14. Your registration and profile is uploaded then after reviewing in couple of days you will be getting payment link in your email then you have to click on the link and pay the alumni amount (100).

15. You will be intimated through whatsapp or SMS when to attend Alumni meeting online with Hon’ble Governor of Telangana State

16. For any queries please contact: Principal of concerned college or Dr S N Arjun Kumar, PRO, Palamuru University. 9849445877 or 6302891035

17. Please guide your alumni juniors and seniors to enrol in Chancellor Connect website

18. We wish you all the best for your future endeavours.

### **Frequently Asked Questions: (Problems discussed with solutions)**

1. Already username exists?

This comment will appear when you will select role as University while new registration. Or if you have registered already

2. Error in Password ?

If you are not following the password rule “ *While creating password read the instructions by clicking on ? symbol beside or a password should consists of Capital letter, Special Character @#&!&, Numbers total password should be of 8 characters* “ This will appear.

3. College name is not appeared?

You have select Others then one empty cell will appeared so that you can able to type College name in the space provided

4. State and District Names are not appeared?

If you choose Telangana State then District names will be drilled down ( in case Mahabubnagar Other newly formed district names may not be appeared so select only Mahabubnagar as district)

5. Profession and office address?

If you are not working person then type idle, house wife, preparing for exams, student and in office address you can type residential address and type same in residential address too

6. While uploading convocation or provisional certificate if you get error?

If you did not upload right file format that is you have to upload only pdf format file in this section

If you are fresher and doesn't have convocation or provisional you can upload your last / previous semester memo

7. While upload pass port photo error?

Here you have upload only JPEG or Image file only not other formats

One time it says latest photograph if you click on submit it will accept

8. OOPS message appearing while trying to pay the fee ?

If you are clicking on link providing for payment in the email after uploading the profile this means university is not ready to accept payments. Once bank provides the gateway for payment then you can do now no need to pay.

*We hope this content will help you to register your name in Chancellor Connect Website with hassle free..*