Login Instructions for Students & Alumni

Creating and Accessing Your Account

1. Go to **https://central.nacelink.com/students?sitekey=bellarmine** and click on the "Register" button.
2. Enter all required account information and click on the "Submit Registration" button.
3. Click on the link provided in your confirmation email and then on the "Return to Login Page" button.
4. Enter your email address and password and click the "Login" button.
5. If prompted for additional information, choose your Degree Level and Major(s) and click the "Save" button.

Online Career Services & Information

- Home Page – Access the Student User Guide, FAQ's, announcements and links to employer research, career advice and news.
- Profile – Update your personal information, academic information and password.
- Documents – Upload and manage up to 20 resumes, cover letters, transcripts, writing samples and other files to apply for positions online.
- Jobs – Search for and apply to jobs and internships, flag your favorites and create search agents to find and automatically email you opportunities that match your criteria.
- Extended Job Search – Specify keywords and a targeted geographic area to locate opportunities.
- Applications – View all jobs for which you have applied through NACElink and view documents submitted to employers.

Other Career Development Resources

- **CareerPortal** – New and improved Bellarmine University Career Development website. Go to **www.bellarmine.edu/careerdev** for your career assessment, exploration and planning needs.
- **CollegeCentral** – Career services management system for students, alumni, employers and other community members; primary resource for job, internship and volunteer opportunities, on-campus recruiting and interviewing, career development events and a new mentoring network.
- **Kuder Journey** – Career assessment and information system for students and alumni; includes assessments of interests, skills and values, as well as extensive information about careers, majors and educational opportunities.
- **LinkedIn**, **Facebook**, **Twitter** and **Tumblr** – Follow BUCareerDev for more networking, information, opportunities and advice.