

Engage (Certification)

1. Go to <https://greensburgpitt.campuslabs.com/engage/>
 - a. This can also be accessed from your my.pitt.edu under Life on Campus, then the Greensburg-Engage in top right corner.
2. Log-into Engage using your Pitt Credentials. If this is your first time logging-in fill out the prompted information.
3. Go to Organizations in the top right.
4. Scroll to the bottom of the page and click register, under Register a New Organization.
5. Follow the prompts throughout the process, note if you decide to pause this process it will save for you and can be accessed through your Involvement menu (top right corner), under Submissions, then Organization Registrations.
6. You will need an electronic copy of your club constitution to complete your registration. Please work with your advisor to get this information. You can also contact the Director of Student Activities to see what has been on file in hard copy.
7. If you have any questions or concerns through this process please ask for clarification, and the more detail that you include the easier it will be for potential members to find out about your group.