6. Click Update to enter a diploma address.

      x   A pop-up message will appear, indicating you will be directed to the Change Address area of myNKU.

      x   Click OK to continue.

7. Complete the Address Information data fields.

    The Phone and Mobile Phone fields are not required fields. If you choose to enter contact information, the format must follow XXXXXXXXXX to avoid errors.

8. Check that the address information is for a Diploma Address.

12. With the appropriate

17. A confirmation message will display at the top of the image.
18. Click OK at the bottom of the image.

19. Another confirmation message will appear.

20. Click Log off when you are finished using myNKU, to securely end the myNKU session.

21. Click Yes to confirm that you wish to log off.

Congratulations – you have just submitted your application for graduation!