

# Graduation Application Submission

## To Submit your Graduation Application through WebAdvisor/Self-Service

1. Open a browser and go to <https://www.msmu.edu/>.
2. Click on **myMSMU** on the top right hand corner.
3. Login to **myMSMU** using your MSMU email and password then click **Sign In**.
4. Under the **Self Service Apps** click on **WebAdvisor**.
5. Click on the **Log In** option on the top right hand corner. Click on **Students**.
6. Under **Academic Planning**, click on **MSMU Self-Service Homepage**.
7. Click on **Graduation Overview**.
8. Next to your Academic Program click on **Apply**.
9. At the **Graduation Term** drop down menu select the term you plan to graduate.
10. Under **Preferred Name on Diploma** indicate the name you'd like on your diploma.
11. Click **Submit**.
12. Log out of **Self-Service, WebAdvisor** and **myMSMU**.

### **Need Help?**

**Login/Technical Support:** Contact the OIT Help Desk at 866-224-6968 or 213-477-2970.

**Graduation Application questions:** Contact the Registrar's Office at 310-954-4020 or 213-477-2520.