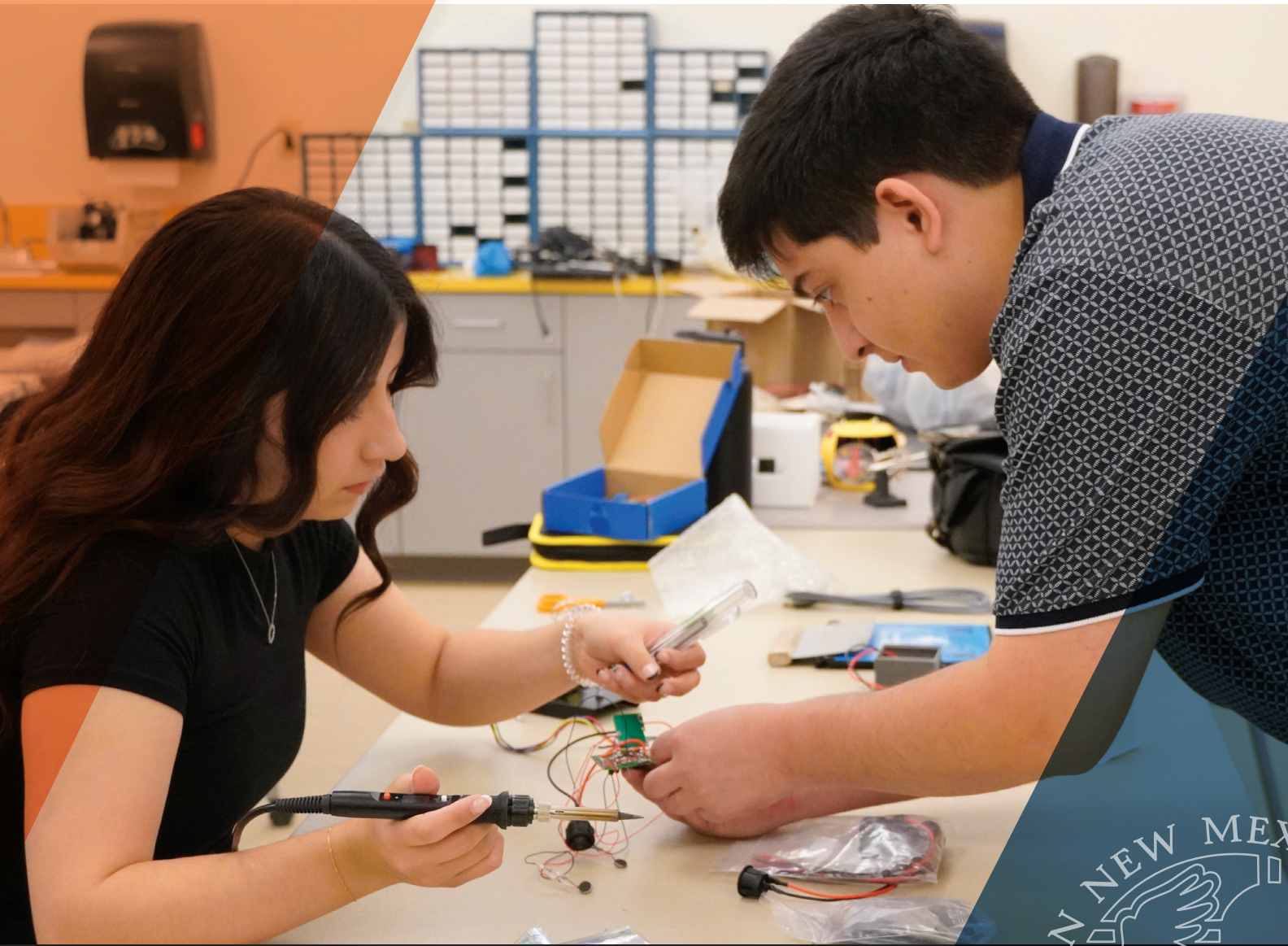


**NORTHERN
NEW MEXICO
COLLEGE**

**REGISTER TODAY!
NNMC.EDU / 505.747.2111
SUMMER-FALL 2024
SCHEDULE OF CLASSES**



**SUMMER Classes start June 3, 2024
FALL Classes start August 19, 2024**



Free College with the NM OPPORTUNITY Scholarship @NORTHERN

There are more scholarships and financial aid than ever before to support all New Mexicans who want to further their education — whether you are a full- or part-time student, a returning adult learner, a working parent, an HSE/GED® graduate, someone who lost the Lottery Scholarship, or anyone in between. For more information contact: finaid@nmmc.edu, (505) 747-2128.

Succeed with Us @Northern

Join us @NORTHERN for tuition-free college,* with the NM OPPORTUNITY Scholarship!



* Based on New Mexico Higher Education Department residency rules.

NORTHERN NEW MEXICO COLLEGE: FOR OPPORTUNITY, QUALITY, VALUE!



STUDENT RESOURCE GUIDE



NORTHERN IS OPEN, and our faculty and staff are here to serve you. We remain committed to the health & safety of our community, and to quality online and in-person education and student services. We've created this section of the Schedule of Classes to help you navigate the new normal of hybrid processes and instruction.

STAY CONNECTED! Please check your nmmc.edu student email regularly.

All Northern students receive a student ID number and a student email account. Your nmmc.edu email account is the college's official means of communication with you, and important college-related information will be sent to you via this email account. Please check it regularly. If you have forgotten your [nmmc](http://nmmc.edu) email password, please contact debra@nmmc.edu, or 505-747-2259.

WHO TO CONTACT FOR HELP:

ACADEMIC SUPPORT & PEER TUTORING
eagles.tutoring@nmmc.edu
(505) 747-2321

ACCESSIBILITY RESOURCE CENTER
accessibility@nmmc.edu
(505) 747-5064

ADMISSIONS
admissions@nmmc.edu
(505) 747-2111

ADVISEMENT
advisement@nmmc.edu
(505) 747-2150

BOOKSTORE
(505) 747-2160
nick.eckert@nmmc.edu
(505) 747-5406

CAREER SERVICES
studentjobs@nmmc.edu
(505) 747-2120

C.A.M.P.
camp@nmmc.edu
(505) 747-5493

CASHIER
(505) 747-2131

COUNSELING & STUDENT SUPPORT
cassc@nmmc.edu
(505) 747-2147

DISTANCE EDUCATION & BLACKBOARD
distanceed@nmmc.edu
(505) 747-5418

DUAL CREDIT
dualcredit@nmmc.edu
(505) 747-2159

EAGLE TECH SUPPORT
eagle.tech@nmmc.edu
(505) 747-2224

EMAIL HELP
debra@nmmc.edu
(505) 747-2259

EOC: EDUCATIONAL OPPORTUNITY CENTER
eoc@nmmc.edu
(505) 695-4026

FINANCIAL AID
finaid@nmmc.edu
(505) 747-2128

INFORMATION TECHNOLOGIES (IT)
it@nmmc.edu
(505) 747-5000

LIBRARY
library@nmmc.edu
(505) 747-2243

MATH CENTER
math.center@nmmc.edu
(505) 747-2218

NORTHERN PANTRY
northernpantry@nmmc.edu
(505) 747-2102

REGISTRAR
registrar@nmmc.edu
(505) 747-2115

STUDENT ACCOUNTS & PAYMENT PLANS
jessicah@nmmc.edu
(505) 747-2136

TESTING SERVICES
christian.gomez@nmmc.edu
(505) 747-2264

VETERANS RESOURCE CENTER
vrc@nmmc.edu
(505) 747-5499

WRITING CENTER
writingcenter@nmmc.edu
(505) 747-2294

HELPFUL NORTHERN WEBPAGES (Start here: www.nmmc.edu)

■ **STEP-BY-STEP ADMISSIONS PROCESS:**
nmmc.edu/home/student-gateway/admissions/

■ **SCHEDULE OF CLASSES:**
<https://nmmc.edu/home/academics/class-schedules/>

■ **DIRECTORY OF FACULTY & STAFF:**
nmmc.edu/team-category/college-directory/

■ **DEGREES & PROGRAMS:**
nmmc.edu/home/academics/schools-and-departments/

■ **COVID POLICIES & CDC GUIDELINES:** nmmc.edu/covid19/

■ **MENTAL HEALTH COUNSELING FOR STUDENTS:**
<https://nmmc.edu/resources/counseling-student-support/>

■ **RESOURCES:** nmmc.edu/resources-gateway/

■ **TECH SUPPORT / DISTANCE ED, BLACKBOARD, ZOOM:**
nmmc.edu/tech-support/

■ **TUTORING RESOURCES:** <https://nmmc.edu/tutoring/>

■ **VETERANS RESOURCES:**
nmmc.edu/home/student-gateway/student-veterans-office/

Directory (505.747...)

<i>For the Hearing Impaired</i>	1-800-659-8331	El Rito Campus.....	4100
Main switchboard/Welcome Desk	2100	Financial Aid.....	2128
Accessibility Resources	2152	High School Equivalency Program (HEP).....	2195
ADMISSIONS	2111	International Students.....	2269
Adult Education (AE) & ESL.....	2198	Library	2243
Advisement	2150	Madrid Peer Tutoring Center	2163
Athletics	2288	Math Learning Center	2218
Bookstore.....	2160	Registrar.....	2115
CAMP (College Migrant Assistance Program)	5493	Security	2158
Cashier	2131	Testing Lab	2154
Continuing Education.....	5477	Veterans Resource Center.....	5499
Distance Education	5418	Writing Center	2294
Dual Credit	2159		

Student Success Tips: How to Succeed in 8-week Courses

With some planning and consistent effort, you can thrive in 8-week courses! Because of the accelerated nature of these shorter courses, it is essential that you follow these guidelines.

1. Complete the Financial Aid Process: Make sure your financial aid process is complete so you can register, purchase textbooks, and will not be dropped from your classes for nonpayment. If you are unsure, contact the Financial Aid Office at finaid@nnmc.edu or 505 747-2128.

2. Register early: Register for your classes as soon as possible so that you can prepare for the semester.

3. Schedule carefully: Take 2 first 8-week courses and 2 second 8-week courses for 12 credits. If you need 15 credits, add a 16-week course or a first 8-week course. Try not to take two challenging 8-week courses at the same time.

4. Buy textbooks early: Purchase textbooks two weeks before the semester begins so you will be ready for class! Also, buy second 8-week textbooks at this time to take advantage of financial aid funds. Click “Let’s Get Started” at this link, <https://bncvirtual.com/nnmc>, then enter your Eagle ID to see the textbooks for your required courses:

5. Log into your Blackboard course on the FIRST DAY: On the first day of classes, log in and carefully review the Start Here module, the Course Syllabus, the Instructor Information, and the Course Schedule.

6. Be organized: Create google calendar events for zoom classes, weekly deadlines, instructor office hours, exam dates, essay due dates.

7. Keep up with the work: Log in 3 to 4 times a week and specifically on the date each module opens. Review the weekly assignments. Break up the work and make a schedule to complete the assignments at least one day ahead of the

deadline. (You may need this window if something comes up!) Add reminders to your phone or google calendar so you do not get behind in your schedule. 8-week courses move very quickly and it is essential that you keep up with the work!

8. Use the resources: If your instructor provides samples and rubrics, read these carefully. Examine all instructions very carefully. Watch all posted videos. Read all assignments carefully. Carefully review all instructor emails and announcements.

9. Ask for HELP: If you do not understand an assignment, ask your instructor for further explanation. Follow the instructor’s guidelines for preferred communication (course messages, phone, email). Visit the instructor’s office hours to review assignments in progress or ask questions about difficult concepts. Ask questions during zoom classes.

If you need tutoring, visit one of the tutoring centers.

Follow this link for information on Math Center, Writing Center, and Peer Tutoring: <https://nnmc.edu/tutoring/>

If you need help navigating your Blackboard course or using zoom, contact an Eagle Tech at eagle.tech@nnmc.edu or (505) 747-2224.

If you need help accessing your college technology (NNMC email, banner, or Blackboard), schedule a Tech Set Up. Contact Advisement at advisement@nnmc.edu.

Seek help immediately. Do not wait as 8-week courses move very quickly.

10. Maintain excellent attendance and participation: Attend and participate actively in all zoom classes. Thoughtfully engage in online discussion posts. Continue to log in several times a week and complete your work by the deadlines. Missing just one day is like missing an entire week of classes.



Española Campus grounds

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Northern New Mexico College

Accessible, affordable, student-centered

OUR MISSION is to ensure student success by providing access to affordable, community-based learning opportunities that meet the educational, cultural and economic needs of the region.

WE ARE AN OPEN ADMISSIONS COLLEGE

Admission requirements at Northern are a high school diploma or GED, transcripts and ACT/SAT scores. Whether you are a first-time, returning or transfer student, it's easy to apply. If you're ready for higher education, we're ready to work with you to achieve your goals.

FINANCIAL AID, SCHOLARSHIP AND GRANT OPPORTUNITIES

Northern's Financial Aid Office can help you with your FAFSA and give information on financial aid options such as scholarships, grants, loans, and work study Northern offers a wide variety of federal, state and local funding resources to help you pay for your college experience. *Some of the many funding opportunities include:*

- **Northern's Financial Aid Office:** Get assistance with your FAFSA and help exploring other financial aid options such as scholarships, grants, loans, and work study.
- **New Mexico Lottery and Bridge Scholarships:** Covers tuition for qualifying high school graduates and GED/High School Equivalency credentialed recipients.
- **New Mexico OPPORTUNITY SCHOLARSHIP:** Covers all tuition & required fees for full-time traditional and returning students enrolled in credit-bearing certificate, associate and bachelor degree programs.
- **Teacher Preparation Affordability & Grow Your Own Teacher Scholarships.**
- **Northern Scholarships:** Over **\$100,000** was awarded to students in 2022.
- **The Ruby Palmund and Leonard Maley Nursing Endowment:** Awards \$5,000 annual scholarships to qualifying Associate Degree Nursing program students.
- **And more! Contact the Financial Aid office at finaid@nnmc.edu**

STUDENT SUCCESS & SUPPORT SERVICES

Northern offers a wide array of Student Support Services to ensure you get the most out of your college experience, achieve your academic goals and graduate with the necessary tools to excel in your chosen career:

- Accessibility Resource Center
- Advisement Center
- The Career Center
- Educational Opportunity Center
- Gym & Fitness Center
- Math Center of Excellence
- Madrid Tutoring Center
- Student Government
- Student Life Activities
- Counseling & Student Support Center
- Veterans Resource Center
- Writing Center

Northern New Mexico College does not discriminate on the basis of race, color, religion or creed, national origin or ancestry, sex, gender, gender identity, sexual orientation, pregnancy, spousal affiliation, age, physical or mental disability, medical condition, veteran status, genetic information, citizenship and any other basis protected by law, in employment, admission to, participation in, or receipt of services and benefits under any of its programs and activities

Summer /Fall 2024 Academic Calendar

SUMMER 2024 FULL-TERM CLASSES

Deadline to Submit Degree/Certificate Application for Summer 2024	Fri, May 24
First day to use financial aid for bookstore charges	Mon, May 20
CLASSES BEGIN	Mon, June 3
Deadline to Apply to Graduate in Summer 2024	Mon, May 20
PAYMENT DEADLINE: pay in full, or 5% down + plan	Fri, June 7
Disenrollment—Students who have missed the payment deadline	Fri, June 7
REGISTRATION	Fri, June 7
Last Day to Change Full-term Course Schedule (Drops/Adds only)	Fri, June 7
Last Day to Change Grade Option from CR-AU/AU-CR.	Fri, June 7
Last Day to Drop a Full-Term Course with 100% Refund without Record	Fri, June 7
Last day to use financial aid for bookstore charges	Fri, June 14
Last Day For Final Payment.	Fri, June 14
Holiday (Independence Day)	Thurs, July 4
Last Day to Withdraw from a Full-Term Course	Fri, July 12
Last day of Term.	Fri, July 26
Final Grades Due	Mon, July 29

FALL 2024 FULL-TERM CLASSES

Deadline to Submit Degree/Certificate Application for Fall 2024	Fri, Aug 9
First day to use financial aid for bookstore charges	Fri, Aug 9
Convocation	Mon-Thurs, Aug 12-15
REGISTRATION FOR FALL 2024.	April 8-Aug 23
CLASSES BEGIN	Mon, Aug 19
Late Registration (late fee required)	Mon-Fri, Aug 19 - 23
PAYMENT DEADLINE: pay in full, or 5% down + plan	Fri, Aug 23
Disenrollment—Students who have missed the payment deadline	Fri, Aug 23
Last Day to Change Full-term Course Schedule (Drops/Adds only)	Fri, Aug 30
Last Day to Change Grade Option from CR-AU/AU-CR.	Fri, Aug 30
Last Day to Drop a Full-Term Course with 100% Refund without Record	Fri, Aug 30
Last day to use financial aid for bookstore charges	Fri, Aug 30
Holiday (Labor Day)	Mon, Sept. 2
Census Day.	Fri, Sept 6
Mid-Term Week	Mon-Fri, Oct 7-11
Fall Break (no classes)	Mon-Tues, Oct 14-15
Mid-Term Grades Due	Wed, Oct 16
Faculty and Staff Development Day (no classes)	Wed, Oct 16
Last Day for Instructors to Initiate a Withdrawal	Fri, Oct 25
Deadline to apply to Graduate in Fall 2024.	Fri, Nov 1
Last Day to Withdraw from a Full-Term Course	Fri, Nov 8
Holiday (Veterans Day)	Mon, Nov 11

FALL 2024 8-WEEK TERM DATES

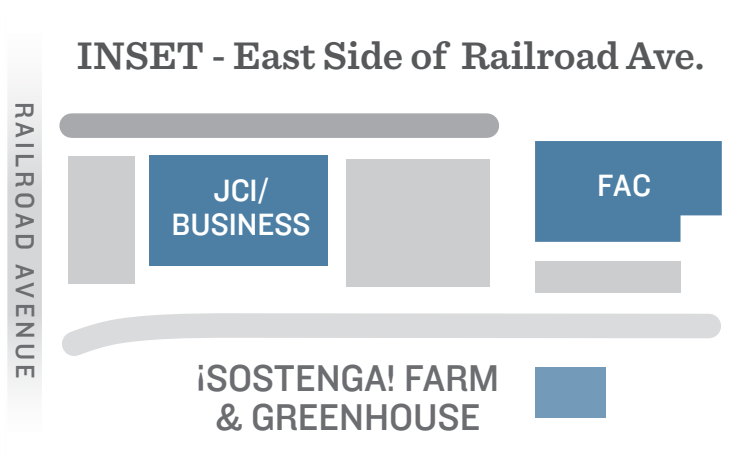
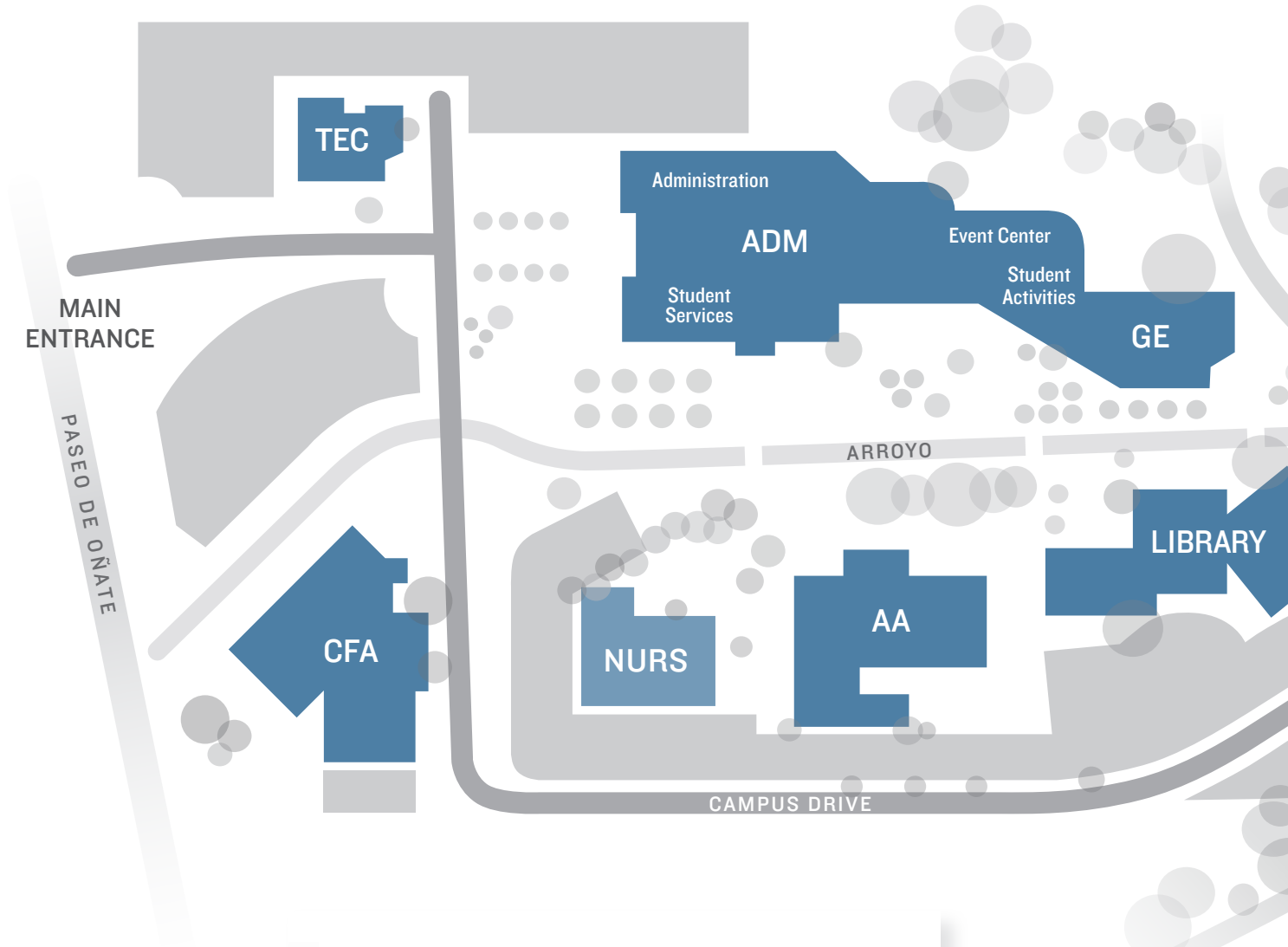
FIRST 8-WEEK TERM

CLASSES BEGIN	Mon, Aug 19
Last Day to Drop/ Add a Course with 100% Refund without Record	Fri, Aug 23
Last Day to Drop a Course with 50% Refund without Record	Fri, Aug 30
Last Day for Instructors to Initiate a Withdrawal	Sun, Sep 22
Last Day to Withdraw from a Course	Sun, Sep 29
Last day of Term	Fri, Oct 11
Final Grades Due	Wed, Oct 16

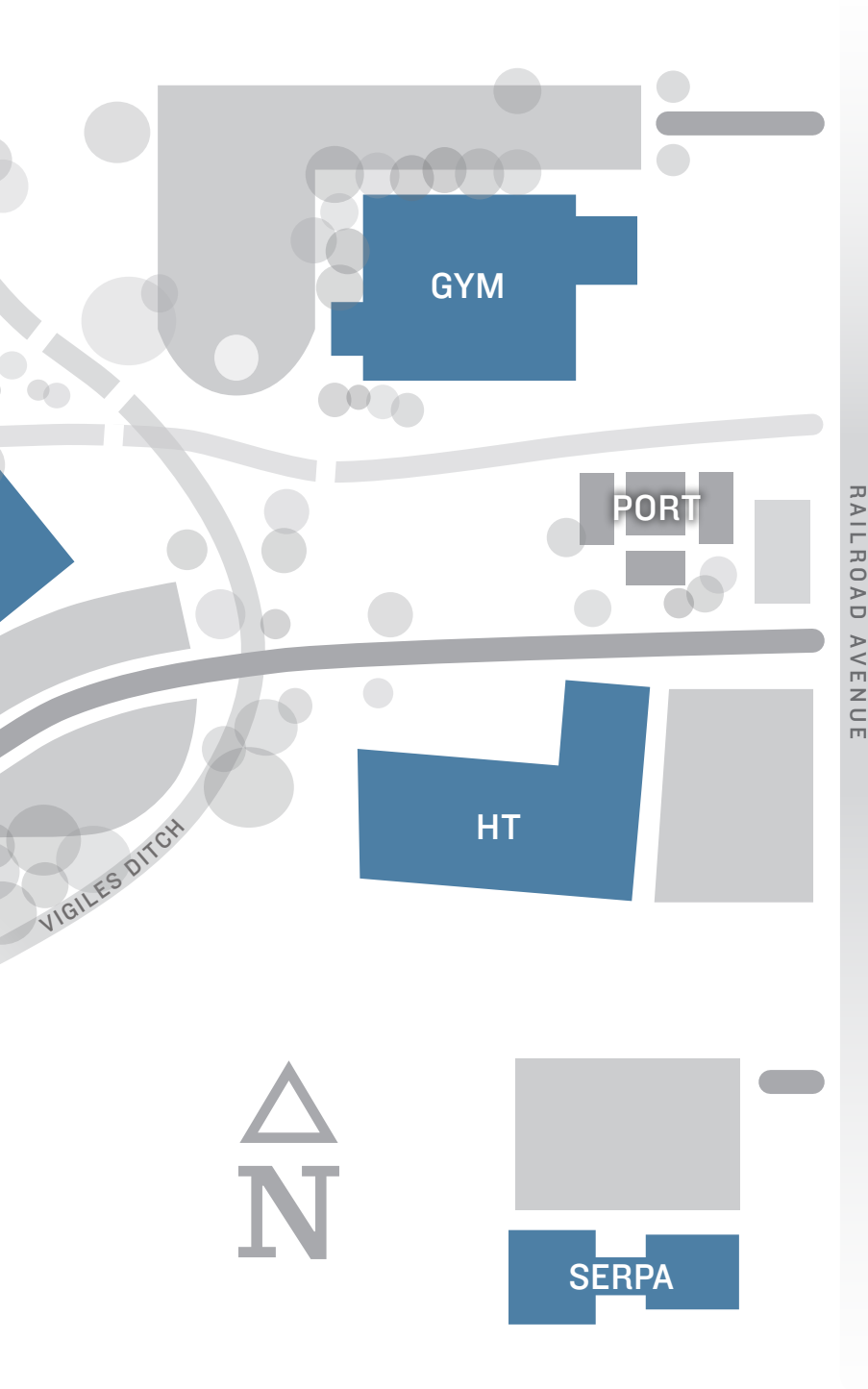
SECOND 8-WEEK TERM

CLASSES BEGIN	Mon, Oct 21
Last Day to Drop/Add a Course with 100% Refund without Record	Fri, Oct 25
Last Day to Drop a Course with 50% Refund without Record	Fri, Nov 1
Last Day for Instructors to Initiate a Withdrawal	Sun, Nov 24
Last Day to Withdraw from a Course	Sun, Dec 1
Last Day of Term	Fri, Dec 13
Final Grades Due	Mon, Dec 16





Española Campus Map



See *INSET*
on page 2 for
buildings East of
Railroad Avenue

- Campus Buildings
- Campus Parking

ESPAÑOLA CAMPUS

AA	Arts Annex
ADM	Administration
CFA	Center for the Arts
FAC	Facilities
GE	General Education
GYM	Eagle Gymnasium
HT	High Technology
JCI	Business Administration
LIBR	Ben Lujan Library
NURS	Nursing & Health Sciences
SERPA	Engineering
TEC	Teacher Education
PORT	Barbering/Cosmetology

OFF-SITE LOCATIONS

EHOSP	Española Hospital
EVFAC	Española Valley Fine Arts Center
EVHS	Española Valley High School
GRD	GRD Health Center
LAHS	Los Alamos High School
LVMC	Las Vegas Medical Center
PENHS	Peñasco High School
PVHS	Pojoaque Valley High School
SVRMC	St. Vincent Regional Medical Cntr

Schedule a campus tour today!
Call 505.747.2111 or 505.747.2161

NORTHERN ACADEMICS

Bachelor's Degree Programs

- **Biology (BS)**
Optional focus in: Ecology and Evolution, Molecular and Cellular Biology, or Pre-Health
- **Business Administration (BBA) NOW FULLY ONLINE!**
Majors in: Accounting, Management, and Project Management
- **Early Childhood Education (BA) NOW FULLY ONLINE!**
- **Elementary Education (BA) NOW FULLY ONLINE!**
- **Environmental Science (BS)**
- **Information Engineering Technology (BEng)**
- **Integrated Studies (BAIS)**
With Emphases in: Crime & Justice Studies, Humanities, Psychology, Media & Art, or Self-Design
- **Mathematics (BS)**
- **Electromechanical Engineering Technology (BEng)**
- **RN to BSN (BSN) NOW FULLY ONLINE!**

POST-BACCALAUREATE

- **Post-Bac Certificate:** Information Engineering Technology
 - **Alternative Licensure:** Elementary, Secondary, or Special Education
-

Associate Degree Programs (+new Tech Trade programs)

ASSOCIATE OF ARTS (AA)

- Business Administration
- Criminal Justice
- Early Childhood Education
- Elementary Education
- Environmental Science
- Film & Digital Media Arts
- General Psychology
- Liberal Arts
- Mathematics

ASSOCIATE OF APPLIED SCIENCE (AAS)

- Allied Health
- Barbering & Cosmetology
- Chemistry
- Electrical Technology NEW!
- Nuclear Operator
- Nursing
- Office Administration
- Plumbing & Pipefitting NEW!
- Radiation Protection

ASSOCIATE OF SCIENCE (AS)

- Biology
- Environmental Science

ASSOCIATE OF ENGINEERING (AEng)

- Information Engineering Technology
 - Software Engineering
 - Pre-Engineering
-

Certificate Programs (+new Tech Trade programs)

- Administrative Assistant
 - Alternative Licensure: Elementary, Secondary and Special Education
 - Barbering
 - Bilingual/TESOL
 - Bookkeeper
 - Cosmetology
 - Data Science NEW!
 - Electrical Technology
 - Engineering Drawing & Computer-Aided Design (CAD) NEW!
 - Entrepreneurship
 - Hospitality, Tourism, & Restaurant Management
 - Information Engineering Technology
 - Literary Editing & Publishing NEW!
 - Microsoft Office Suite
 - Plumbing
 - Practical Nursing
 - Project Management
 - Radiation Control Technician
-

ADMISSIONS / How to Apply & Register @Northern

For more information about the steps below, go to www.nmmc.edu or call 505.747.2111.

- **ALL STUDENTS** begin the admissions process by applying online at www.nmmc.edu
- **ALL STUDENTS** must meet course pre/co-requisite(s).
- **ALL NEW STUDENTS** seeking a degree or certificate are required to attend New Student Orientation and must meet with an academic advisor before registering for your first 30 credits.
- **ALL STUDENTS** must have a student photo ID to access services such as computer labs, library, bookstore, transcripts, etc.

Are you a NEW STUDENT SEEKING A DEGREE?

- Complete a Certificate/Degree Application for Admission online at www.nmmc.edu

Are you a TRANSFER STUDENT?

- Complete a Certificate/Degree Application for Admission online, and request an official transcript from each college you have previously attended be sent to Northern.
- If you have not yet completed courses equivalent to Northern's ENGL 1110 and MATH 1215 (or higher), take the ACCUPLACER tests in English and math. Call (505) 747-2154 for testing times.

Are you a READMIT STUDENT SEEKING A DEGREE?

- If your last enrollment was before Fall 2021, please complete a Certificate/Degree Application for Admission online, then meet with your faculty advisor.
- Register online for classes. If you have trouble signing up for a course which has a prerequisite, see an advisor for assistance. Bring a copy of your ACT scores, college transcripts, or ACCUPLACER test scores. ■

STUDENT SERVICE OFFICES / ADMIN. ROTUNDA AREA

Admissions	747-2111
Accessibility Resources	747-5064
Advisement Center	747-2150
Dual Credit	747-2159
Financial Aid Office	747-2128
Testing Services / Testing Examiner	747-2154
Registrar	747-2115

OFFICE HOURS

Regular office hours: Mon. – Fri., 8 am to 5 pm
Extended Hours: 8am to 6pm for the week before through the first week of classes.
Bookstore Assistance: Mon.– Thurs., 8:00 am – 5:00 pm

Northern New Mexico College / OFFICE OF ADMISSIONS
921 PASEO DE OÑATE, ESPAÑOLA, NM 87532
CALL: 505.747.2111 / EMAIL: admissions@nmmc.edu

1 APPLY ONLINE TO NORTHERN at www.nmmc.edu

- **SUBMIT AN ONLINE APPLICATION** or download and submit a printed application to Northern's Admissions Office (address above).
- **SUBMIT TRANSCRIPTS** from high school & college courses (including dual credit) and any placement test scores you already have to Northern's Admissions Office.
- **TESTING:** The Accuplacer Placement exam is available online using zoom. The Placement exam is not required if you have recent high school transcripts (within the past two years) or other college entrance exams. Please contact advisement@nmmc.edu or (505) 747-2150, if you have questions or would like to schedule your exam.

2 APPLY FOR FINANCIAL AID, finaid@nmmc.edu

- **Complete your FAFSA (Free Application for Federal Student Aid)** at www.fafsa.gov. Submit your FAFSA as soon as possible to increase your chances to receive Pell Grants and Federal Work study.
- **NEED HELP?** Contact a Financial Aid officer for assistance with your FAFSA, and for help exploring additional financial aid options such as scholarships, grants, loans and work study at finaid@nmmc.edu or (505) 747.2128.

3 MEET WITH YOUR ADVISOR, (505) 747.2150

- **Schedule a meeting** with an advisor (required for new students) to discuss academic and career goals, and review course options. Email advisement@nmmc.edu, call 505 747.2150, or contact your program faculty advisor directly. If you are a new student, your advisor will also help you register for classes and New Student Orientation.

4 REGISTER FOR CLASSES, (505) 747.2150

- **All students must register for classes through the Advisement Center for their first 30 credits.** Your advisor will help determine which classes you need and will try to fit your schedule preferences.
- **Make arrangements to pay for your classes.** You must either pay in full or 5% down + payment plan (\$25 fee). More info, page 12 .
- Students must maintain 15 credit hours to qualify for the New Mexico Lottery Scholarship.
- In order to be cleared for registration, you must have completed steps 1 through 3 above. ■

VETERAN'S RESOURCE CENTER

The Veterans Resource Center at NNMC serves advisement and certification needs for students and their dependents who are eligible for veterans' educational benefits. Call (505)747-5499, or email vrc@nmmc.edu.

Dual Credit Center / For students still in high school

DUAL CREDIT CLASSES ARE FREE TO STUDENTS

Dual Credit fulfills the requirement that all high school students take one of the following courses to be eligible to graduate: honors, advanced placement, dual credit, or distance learning.

You may take as many courses as you wish, including summer classes, provided they do not interfere with your high school work and they are approved by the high school counselor, your parent/guardian, and the Dual Credit Center.

Remedial, developmental and fitness classes may not be taken for dual credit. Dual credit students are not eligible for scholarships or regular financial aid, but are automatically issued a Dual Credit Financial Aid Voucher at the bookstore for books, software, and other class supplies.

It is highly recommended that high school students take either the ACT, SAT, or ACCUPLACER placement exam. Scores help with placement of students in courses that align with their career and academic plans.

Dual Credit courses are offered:

- Via distance learning with college and other dual credit students.
- At a college campus with college and dual credit students.
- At the high school with an instructor certified to offer the course.

HOW TO ENROLL IN A DUAL CREDIT COURSE

■ **APPLY:** First meet with your high school counselor and complete the dual credit application which will be submitted to the Dual Credit Center. Parent/guardian consent is required.

■ **TEST: You are strongly encouraged to prepare for and take a placement exam.** If you have not taken the ACT or SAT, those results should be submitted to the Dual Credit Center. If you have not taken the ACT or SAT, you may take the ACCUPLACER exam online or at NNMC. A study guide and practice test are available through the testing services webpage.

■ **REGISTER:** Complete a class request form in consultation with your high school counselor who will submit it to the Dual Credit Coordinator.

■ **COST:** Tuition and all fees are waived for dual credit students. High schools are billed for required bookstore purchases.

■ **BOOKS, ETC.:** Order your course materials and/or books online via the bookstore webpage, using the Dual Credit Financial Aid Voucher applied to your Student ID.

■ **QUESTIONS:** For more information on the dual credit program, please call (505) 747-2159 or email dualcredit@nmmc.edu.

NNMC EAGLE TECHS Providing tech support to the Northern Family

STUDENT TECH SET-UP

Do you need help getting set up for online learning?

SCHEDULE A TECH SET-UP APPOINTMENT!

NORTHERN'S EAGLE TECHS are experienced, tech-savvy students who assist students, faculty and staff with general technological inquiries and provide information and training for NNMC's tech network.

GET SUPPORT WITH ANY NORTHERN SYSTEM

- Blackboard ■ Zoom ■ Eagle Email ■ Microsoft 365
- Personalized tutoring/training sessions by appointment.

HOW TO CONTACT US

- By mail: eagle.tech@nmmc.edu
- By phone: (505) 747-2224
- By submitting a ticket on the Blackboard login page: nmmc.blackboard.com

FEES (as applicable)

Graduation (one time)	\$100.00
Cap & Gown	\$40.00
Online Payment Plan	\$25.00
Late Online Payment Plan Fee	\$10.00

Course-specific fees

Please refer to the current Academic Catalog for a list of testing and course- or program-specific fees

Summer-Fall 2024 Tuition [per semester]

Tuition, fees, and other charges are subject to change at any time by the College Board of Regents.

TRADITIONAL FACE-TO-FACE PROGRAMS

NEW MEXICO RESIDENTS	TUITION	GENERAL FEES*	TOTAL
1-11 hours, per credit hour (Part-time)	\$211.00	\$0	\$211.00
12 to 18 hours = block (Full-time)*	\$2532.00	\$0	\$2532.00
18+ hours (per credit hour)	\$211.00	\$0	\$211.00
SENIOR RESIDENTS Age 65+			
Per credit hour (9 hours or less)	\$5.00	\$0	\$5.00
Per credit hour (more than 9 hours)	\$211.00	\$0	\$211.00
NON-RESIDENTS (including international students)			
1-11 hours, per credit hour (Part-time)	\$597.00	\$0	\$597.00
12 to 18 hours = block (Full-time)	\$7164.00	\$0	\$7164.00
NON-RESIDENTS (WUE)**			
1-11 hours, per credit hour (Part-time)	\$280.00	\$0	\$280.00
12 to 18 hours = block (Full-time)	\$3360.00	\$0	\$3360.00
COMMUNITY RATE (for art classes)			
Per credit hour (6 hours or less)	\$100.00	\$0	\$100.00
Per credit hour (more than 6 hours)	\$211.00	\$0	\$211.00
TECHNICAL TRADES (Plumbing & Electrical Technology)			
Resident/Non-Resident Per credit hour	\$110.00	\$0	\$110.00
For Certificate/Associate of Technical Trades programs. No online fees. Students declaring more than one degree will pay the higher tuition rate.			

MILITARY (90% of any category above)

* Students who take any online course (OL, OLP) while enrolled in a face-to-face program will pay an additional \$84/credit for that course. This additional cost will be coded in your bill as Web Course Tuition Adjustment.

**Reduced rate of 150% of resident tuition for eligible degrees, offered through the Western Undergraduate Exchange (www.wiche.edu/wue)

ONLINE PROGRAMS (BUSINESS, TEACHER EDUCATION, UPPER DIVISION RN to BSN)

NEW MEXICO RESIDENTS	TUITION	GENERAL FEES*	TOTAL
1-11 hours, per credit hour (Part-time)	\$295.00	\$0	\$295.00
12 to 18 hours = block (Full-time)	\$3540.00	\$0	\$3540.00
18+ hours (per credit hour)	\$295.00	\$0	\$295.00
SENIOR RESIDENTS Age 65+			
Per credit hour (9 hours or less)	\$5.00	\$0	\$5.00
Per credit hour (more than 9 hours)	\$295.00	\$0	\$295.00
NON-RESIDENTS (including international students and Upper Division Web RN to BSN courses)			
1-11 hours, per credit hour (Part-time)	\$320.00	\$0	\$320.00
12 to 18 hours = block (Full-time)	\$3840.00	\$0	\$3840.00
18+ hours (per credit hour)	\$320.00	\$0	\$320.00

MILITARY (90% of any category above)

* Students who take any non-online course (i.e. TR, BTR, BOL) while enrolled in an online program will get a discount of \$84/credit for that course. The discount will be coded in your bill as Web Course Tuition Adjustment.

Registration for Summer & Fall 2024

Register Early. Pay Later.

Avoid late fees by registering before the first day of classes. You do not have to make a payment or arrange a payment plan until the dates below.

REGISTRATION deadlines:

Summer 2024: Friday, June 7, 2024

Fall 2024: Friday, August 23, 2024

All new students and transfer students are required to meet with an academic advisor for their first three semesters before registering for classes, or making any changes to their schedules.

All Northern students register for classes online at www.nnmc.edu

QUESTIONS ABOUT REGISTRATION?

Call the the Advisement Office at (505) 747-2150

STUDENTS WHO NEED ADDITIONAL ASSISTANCE

Call Accessibility Resources Office at (505) 747-2152

Books & Supplies (505) 747.2171

Northern has partnered with MBS Direct to provide a customized online bookstore. Your textbooks and course materials can be ordered online and shipped directly to you or the bookstore.

Eligible students can include the costs of their textbooks in their payment plan. Students must have a current course schedule and current semester student ID to buy books. Check the Academic calendar for deadlines to return textbooks or to purchase books and supplies.

NNMC's Bookstore info: <https://nmmc.edu/bookstore/>

Online bookstore: <https://bookstore.mbsdirect.net/nnmc.htm>

Course Adoptions, Course Materials Inquiries, & Financial Aid Vouchers:

Nick Eckert (505) 747-2160

nick.eckert@nmmc.edu

Returns, Tracking, Digital Support & Online Orders:

BNC customer service: 1 (800) 325-3252

E-books/Digital Support: digitalsupport@bncservices.com

Paying for Classes

Northern requires you to complete payment or payment arrangements for your classes. Failure to do so will result in disenrollment. If you register after the following dates, you must make payment arrangements immediately.

PAYMENT / DISENROLLMENT DEADLINE

Summer 2024: Friday, June 7, 2024, 5pm

Fall 2024: Friday, August 23, 2024, 5pm

YOU HAVE THREE WAYS TO PAY:

1 PAY IN FULL AT TIME OF REGISTRATION.

2 Enroll online in a payment plan where you will be required to make a downpayment of 5% or your total charges + a \$25 plan fee, through TouchNet Online Bill Pay (accessed through myNNMC).

3 File a Third Party or Tuition Waiver form with Student Billing, 921 Paseo de Oñate, Española, NM 87532. You are responsible for making payment arrangements for any amount not covered by a Third Party.

IMPORTANT: Your financial aid or scholarship(s) can be used to cover your five (5) percent minimum payment (+\$25 fee) if enrolling online in a payment plan. Please contact jessicah@nmmc.edu or heather.martinez@nmmc.edu for assistance.

QUESTIONS ABOUT FINANCIAL AID? Call (505) 747-2128.

IF YOU ARE DROPPED FROM YOUR COURSES:

Contact the Advisement Center at (505) 747-2150, advisement@nmmc.edu. We will help you re-register and guide you through the payment plan process.

DELINQUENT ACCOUNTS

If your account is overdue or delinquent, you will be denied privileges and services offered by the College (which includes the New Mexico Educational Assistance Foundation).

You will be subject to the withholding of registration, re-admission, transcripts, graduation, and special services such as tutoring, ADA assistance, or other services.

REFUNDS

The schedule for deadlines to get a refund of tuition and fees is described in Northern's Catalog.

1 Refunds are based on the date the notice (form or other written notice) is received, not the date of transmittal to the College. For online drops, the computer records the date and time of activity.

2 No refund is made on regular or late registration fees, or in the case of disciplinary suspension or dismissal.

3 If you are dismissed for falsification of records, eligibility for refund will be entirely at the discretion of the College.

4 In the case of a course cancellation, all associated costs are refundable, including those which are normally non-refundable.

5 In the case of loans, financial aid, or any other source of third-party funding, any refunds are made to the lender or other appropriate financial aid program/entity, not directly to you. ■

Financial Aid

The **Financial Aid Office at Northern New Mexico College** is committed to helping students navigate and understand the financial aid process and identify financial resources to help make their college education affordable. To apply for any type of aid including grants, scholarships, work-study and student loans, you must file a Free Application for Federal Student Aid (FAFSA).

You can find more Financial Aid information on our website, go to www.nmmc.edu, and click on in the "Students" menu at the top and select "Financial Aid".

How to Apply for Financial Aid

FILE YOUR FAFSA:

The FAFSA is available at studentaid.gov. Be sure to list Northern on the FAFSA using the Federal Code 005286. Continuing students who have filed a FAFSA in previous academic years should be able to file a renewal FAFSA online.

A renewal FAFSA allows the option to pre-fill most of the information from previous years. You must have your FSA ID available in order to pre-fill your new FAFSA.

If you need assistance with the FAFSA we can help! FAFSA Assistance appointments can be set up at bit.ly/NNMC_FinAid_Appointment. You can also contact the office at finaid@NNMC.edu or (505) 474-2128.

CHECK YOUR FINANCIAL AID STATUS

You can check your financial aid status in myNNMC. Login to Banner, then click on the financial aid tab. Required documents can be viewed and downloaded by clicking on Eligibility and selecting the 2022-2023 Financial Aid Year.

HOW FINANCIAL AID IS PAID TO STUDENTS

If all requirements are met, your financial aid funds will be memoed to your student account prior to the start of the term. The memo can be used to pay for tuition, fees, and other non-institutional charges, such as books and supplies if purchased from the Bookstore@Northern.

If there is an excess of financial aid funds remaining after tuition, fees and books have been paid, then the remaining amount will be refunded to you by direct deposit into the bank account that has been authorized for this purpose. The refund aid typically occurs five weeks after the start of classes. Single semester loans will be issued in two disbursements, the second being after midterms. Disbursement for grants and scholarships will not be issued for late starting classes until approximately a week after the first date of attendance.

SUMMER FINANCIAL AID

Many students may be eligible for additional Pell Grant funding for summer enrollment if they take at least six credits. For more info: contact Financial Aid at finaid@nmmc.edu 505.747.2128.

QUESTIONS?

The Financial Aid Office is located in the Montoya Administration Building, Northern New Mexico College, 921 Paseo de Oñate, Española, NM 87532.

Phone: (505) 747-2128, **E-mail:** finaid@nmmc.edu

Visit us on the web: <https://nmmc.edu/home/student-gateway/financial-aid/> ■

Substance Abuse Policy

Because we are committed to a safe working and learning environment for its faculty, staff, students, Northern has adopted the following policy on substance abuse:

While you are on College property, you are denied the unauthorized use, manufacture, distribution, dispensation, sale, possession, or transfer of controlled substances, including the unauthorized use or possession of, or being under the influence of alcohol or alcoholic beverages.

Violation of this policy may result in such disciplinary action as dismissal and referral for investigation and/or prosecution by the appropriate law enforcement agencies.

Routine drug testing is not normally permitted, except for nursing students and members of athletic teams to meet the requirements of clinical contracts and/or NAlA regulations; however, if there is reasonable suspicion that a specific individual is in violation of this policy, that person may be required to undergo testing as a condition of continued enrollment as a student. This does not preclude the College, at its discretion, from conducting random drug testing programs for students participating in any athletic activities conducted or sponsored by the College. ■

Campus Security/ Clery Act Report

As required by Public Law 101-542 (20 USC 1092), Northern provide the following summary and report, and has the following approved policies:

- Campus policies, procedures, and facilities for reporting crimes and other emergencies;
- Campus policies concerning the security of and access to residence halls and other facilities;
- Policies to encourage prompt reporting of crimes and the authority of campus law enforcement units as well as their relationship to state and local police;
- Types and frequency of programs designed to inform the campus community of security procedures and to encourage personal responsibility for one's safety;
- Crime prevention programs offered;
- Statistics concerning the occurrence of murder, robberies, sexual assault, burglary, aggravated assaults, and motor vehicle theft;
- Policy for monitoring and recording criminal activity at off-campus sites of recognized student organizations;
- Statistics concerning arrests for violations of liquor, drug, and weapon laws; and
- Campus policies regarding possession, use, and sale of alcoholic beverages, and enforcement of state underage drinking laws and federal and state laws as well as substance abuse educational programs required under the Drug Free Schools and Community Act of 1989.

A copy of the complete policy and the latest Campus Crime Report is available from the Director of Human Resources upon request.

Student Consumer and Safety/Security Information (Clery Report) can be found on the Student Gateway page (in the Students menu) and on the Policies page at www.nmmc.edu.

STUDENT RIGHT-TO-KNOW ACT Federal legislation requires that each college make certain information available to students regarding our graduation rate and our on-campus crime rate. Please contact the Dean of Students . ■

Final Exam Schedule

CLASS DAY/TIMES	EXAM DAY	EXAM TIME
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DAYTIME CLASSES

MW	0800-0915	Mon. Dec 09	0800-0950
MW	0930-1045	Wed. Dec 11	0800-0950
MW	1100-1215	Mon. Dec 09	1000-1150
MW	1230-1345	Wed. Dec 11	1200-1350
MW	1400-1515	Mon. Dec 09	1400-1550
MW	1600-1715	Wed. Dec 11	1600-1750
MWF	0800-0850	Mon. Dec 09	0800-0950
MWF	0900-0950	Wed. Dec 11	0800-0950
MWF	1000-1050	Wed. Dec 11	1000-1150
MWF	1100-1150	Mon. Dec 09	1000-1150
MWF	1200-1250	Mon. Dec 09	1200-1350
MWF	1300-1350	Wed. Dec 11	1200-1350
MWF	1400-1450	Mon. Dec 09	1400-1550
MWF	1500-1550	Wed. Dec 11	1400-1550
TR	0800-0915	Tues. Dec 10	0800-0950
TR	0930-1045	Thur. Dec 12	0800-0950
TR	1100-1215	Tues. Dec 10	1000-1150
TR	1230-1345	Thur. Dec 12	1200-1350
TR	1400-1515	Tues. Dec 10	1400-1550
TR	1600-1715	Thur. Dec 12	1600-1750

EVENING CLASSES

MW	1730-1845	Mon. Dec 09	1800-1950
MW	1900-2015	Wed. Dec 11	1800-1950
MW	2030-2145	Mon. Dec 09	2000-2150
M	1600-1845	Mon. Dec 09	1600-1750
M	1900-2145	Mon. Dec 09	1800-1950
W	1600-1845	Wed. Dec 11	1600-1750
W	1900-2145	Wed. Dec 11	1800-1950
TR	1730-1845	Tues. Dec 10	1800-1950
TR	1900-2015	Thur. Dec 12	1800-1950
TR	2030-2145	Thur. Dec 12	2000-2150
T	1600-1845	Tues. Dec 10	1600-1750
T	1900-2145	Tues. Dec 10	2000-2150
TR	1600-1845	Thur. Dec 12	1600-1750
TR	1900-2145	Thur. Dec 12	1800-1950

More information: Registrar's Office, 505.747.2115

Summer/Fall 2024

Final examinations will be given only according to this schedule. Exams may not be given earlier than on the scheduled dates. This schedule applies to all campuses. Normal room assignments apply to each exam period.

NOTE: Class starting times may vary for a particular class (or campus location). If your class starts, for example, at 0930 on MW, your starting time falls under "0900," and a starting time of 1230 would fall under "1200." Exams for classes held only one day per week can be located by finding the 2-3 day sequence on which your class is held; i.e. a Tuesday-only class would be with the "TR" combination at the appropriate time.

SATURDAY/SUNDAY CLASSES Sat/Sun classes will test during the first two hours of the last class period.

DO YOU HAVE A DAY/TIME CONFLICT, OR A QUESTION ABOUT AN "ODD" DAY/TIME? If the time of your scheduled class does not fit into any of the day/times above, check with the Registrar. Any personal conflicts with this schedule must be resolved with your individual instructor. The days/times for examinations are based on providing each student with a two-hour block for examination in each course, without having two consecutive classes testing back-to-back and without having any two examinations occur on the same day at the same time. If either the Provost or the President decides that some event warrants invoking an alternate exam schedule, make-up test days will be Sunday, December 15, 2024.

All tests will be in regularly assigned classrooms at regularly scheduled times. ■

Distance Education

To access your online course(s):

Go to myNNMC, click on "Login to Blackboard" or access the login page directly at nmmc.blackboard.com

If you are unfamiliar with either Zoom or Blackboard, go to the Distance Education webpage at: <https://nmmc.libguides.com/de>

Submit a DE Help Desk Ticket for assistance with Blackboard, Blackboard supported courses, tutoring assistance, contacting your instructor, etc. or contact our Eagle Techs at eagle.tech@nmmc.edu or (505) 747-2224.

Farjahan Shawon, PhD

Director, Center for Teaching & Learning

505-747-5418, farjahan.shawon@nmmc.edu. LRC 114

Center for Distance Education

Ben Lujan Library • LRC 114 • M-F, 8am-5pm

Blackboard Support

M-F, 8am-5pm, eagle.tech@nmmc.edu

Note: California residents are not eligible for online Academic Programs at Northern New Mexico College as the state of California is not a participant in the W-SARA reciprocity agreement for online programs.

Title IX / Anti-Sexual Harrassment & Gender Discrimination Policy

www.nmmc.edu/titleix

Northern New Mexico College is committed to providing a learning and working environment free of all forms of harassment and discrimination for everyone in the College community.

Northern New Mexico College does not discriminate on the basis of race, color, religion or creed, national origin or ancestry, sex, gender, gender identity, sexual orientation, pregnancy, spousal affiliation, age, physical or mental disability, medical condition, veteran status, genetic information, citizenship and any other basis protected by law, in employment, admission to, participation in, or receipt of the services and benefits under any of its programs and activities.

Sexual harassment is a violation of Title VII of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972 and will not be tolerated at Northern.

Title IX of the Education Amendments of 1972

Title IX is a federal law that protects people from:

- **Discrimination based on sex**, regardless of gender, identity, or orientation in educational programs or activities receiving federal funding, and;
- **Sexual harassment or sexual misconduct**, including unwelcome sexual advances, requests for sexual favors, stalking, and intimate partner violence, to name a few examples.

If you believe that you or someone else has been harassed or discriminated against on the basis of sex, you should report the alleged incident to the Title IX Coordinator, who will initiate and oversee a thorough investigation.

NORTHERN'S TITLE IX COORDINATOR:

Khiana Seaboy, BAIS
Student Care Specialist
(505) 747.2147, titleix@nmmc.edu

Although almost all Northern staff and faculty members are mandatory reporters, and are required to share information related to incidents of sexual misconduct with the Title IX Coordinator, the college counselor, Adam Baca, is a confidential resource and not required to report cases of sexual harassment.

Both Federal and State law prohibits retaliation against anyone who has opposed an unlawful discriminatory practice or has filed a complaint, testified or participated in any proceedings under Federal or State law. Retaliation against an employee or student for filing a sexual harassment or gender discrimination complaint is strictly prohibited and grounds for a subsequent harassment complaint and possible disciplinary action up to and including termination or expulsion.

Go to nmmc.edu/titleix to read Northern's full Title IX policy, and to learn more about the procedures for filing a sexual harassment or gender discrimination complaint, and the resources available to students at Northern and in the community. ■

Know Your IX: Learn more at nmmc.edu/titleix

Ben Lujan Library @Northern

A GREAT LEARNING RESOURCE FOR STUDENTS AND COMMUNITY. CHECK OUT OUR WEBSITE AT NMMC.EDU.

(On campus access available as COVID conditions permit)

- Access to over 50 databases
- Checkout our collection of over 40,000 books, DVDs, and CDs
- Access to over 140,000 eBooks
- Group study rooms and meeting spaces
- Computer and WiFi access
- Technology assistance available for students at Eagle Tech Support
- Library instruction available to classes, groups or individuals
- Research consultations
- Interlibrary loan
- Borrowing privileges at other academic libraries in NM through the Passport Borrowing Program
- Print, copy, and scan services available
- Blackboard and IT services located inside the library
- Community welcome!

Abbreviations for Methods of instruction

TR: Traditional / on-campus, in-person

BTR: Blended Traditional / includes some online materials and activities

OL: Completely online / classes via Blackboard

OLP: Online Programs / classes via Blackboard

BOL: Blended Online / includes mandatory Zoom classes as well as online classes via Blackboard

TBA: To be announced

M: Monday, **T:** Tuesday, **W:** Wednesday

R: Thursday, **F:** Friday, **SA:** Saturday, **SU:** Sunday



CERTIFICATE PROGRAM in ENGINEERING DRAWING & COMPUTER AIDED DESIGN (CAD)

Are you interested in an exciting academic program that prepares you for high-paying entry-level jobs and a rewarding career in a technical field?

ENROLL NOW in the new certificate program in Engineering Drawing and Computer Aided Design offered by the Department of Engineering & Technology at Northern starting Fall 2023.

DEVELOP SKILLS TO CREATE 3D Models and Engineering Drawings using SolidWorks, an industry-leading CAD software, and gain a competitive edge in the highly desirable job market at nearby national labs or anywhere else in the nation.

PERFECT FOR: freshman, dual credit high school students or Engineering Technology majors) with aspirations and interest in specializing in the areas of engineering design, product development, manufacturing, and inspection.

No Math or English prerequisite courses are required!
Financial Aid is available to those who qualify.

For more information and questions, please contact Dr. Ashis Nandy (ashis@nmmc.edu).



NORTHERN NEW MEXICO COLLEGE
921 PASEO DE OÑATE, ESPAÑOLA, NM 87532
PO BOX 160, EL RITO, NM 87530

FOLLOW US!      



**FROM BASICS TO BACHELORS...
JOB TRAINING TO CAREER.**