

### Testing Services

Testing Services (505) 646-1921 provides test information and registration materials for the following tests: American College Testing Assessment (ACT); College Level Examination Program (CLEP); General Education Development (GED); Graduate Management Admission Test (GMAT); Graduate Record Exam (GRE); Medical College Admission Test (MCAT); Miller Analogies Test (MAT); PRAXIS Series: National Teacher Exam (NTE); Pre-Professional Skills Test (PPST); and New Mexico Teacher Assessments, and others.

### Veterans' Programs

NMSU degree programs are approved by the appropriate State Department of Veterans' Affairs (State Approving Agency) for enrollment of persons eligible to receive education benefits from the Department of Veterans' Affairs (DVA).

For further information concerning approved programs and application process, eligible persons should contact the Veterans' Programs Office at Jacobs Hall, Room 214 or at (505) 646-4524 or through email at va@nmsu.edu.

Students must be pursuing a degree in a specific program to be eligible to receive benefits. Admission procedures for veterans and other eligible persons are the same as those for other students. Students who do not satisfy all requirements for full admission may be certified for two terms; however, they may be required to repay the DVA for some or all benefits received if they do not achieve full admission status during that time.

Title 38, United States Code, requires that education assistance to veterans and other eligible persons be discontinued when the student ceases to make satisfactory progress toward completion of the training objective. The DVA will be appropriately notified of the unsatisfactory progress. A specific request must be submitted by the student to reinstate benefits. The DVA will determine eligibility for reinstatement of benefits.

Students are responsible for notifying our office of any change in their enrollment or any change in personal information affecting their eligibility. Students also must remain in compliance with university and DVA requirements. Students may receive education benefits only for courses that are required for their designated degree program. Students who receive DVA benefits are subject to strict academic regulations and should be aware of how auditing courses, repeating a course, failing courses, changing degree programs or enrollment status, and other actions may affect their eligibility to receive benefits.

### WAVE: Wellness, Alcohol, and Violence Education

See information under Counseling Center.

## ACADEMIC SERVICES

### New Mexico State University Library

The NMSU Library consists of two libraries, Zuhl Library and Branson Library. The library's research collection has over 1.6 million volumes, and the library budget exceeds \$6.6 million.

The library's collections are accessible through its on-line catalog and through electronic databases via the library's web site. The Reference and Research Services staff provides assistance in using the library's resources including a multifaceted instruction program designed to promote the information literacy skills that facilitate learning for all library users.

The Archives and Special Collections Department includes Special Collections, University Archives, the Rio Grande Historical Collections (RGHC), and the Borderlands historical Collection. These unique research collections preserve and provide access to New Mexico's history and border culture.

On exhibit in Zuhl Library are geologic artifacts owned by Herbert and Joan Zuhl. The Zuhl Collection includes pieces consisting of petrified wood, invertebrate and vertebrate fossils, and minerals and rocks.

For more information, visit the library's web site at <http://lib.nmsu.edu/>.

### Office of International Programs

The Office of International Programs (IP) represents the university with U.S. government agencies, foreign governments, and the private sector concerning international activities. IP serves as the university's representative for the U.S. Citizenship and Immigration Services and the U.S. State Department's Exchange Visitor Program. IP also advocates for effective practices, policies, and procedures to internationalize the university. The major program areas of the Office of International Programs are:

**International Student and Scholar Services**—IP serves more than 750 students from approximately 70 countries and coordinates the exchange visitor program for scholars. It provides admission coordination and processing, orientation, personal counseling, support for student associations and community volunteers, and special services for sponsors. Appropriate immigration documents and advice on non-immigrant visa regulations affecting international students are provided through this area. Organizations or agencies sponsoring foreign students who receive special services are expected to pay additional administrative fees not to exceed \$500 annually.

**Study Abroad**—IP coordinates study abroad programs and services for NMSU students and provides services for in-bound exchange students.

**International Development and Cooperation and Management**—IP facilitates the interests of faculty who wish to participate in international interdisciplinary projects requiring technical assistance, training or public outreach. This includes project identification, proposal development, and project management. This area is also responsible for developing and maintaining international cooperative agreements with foreign entities or institutions.

**Outreach and Public Service**—IP adheres to the land-grant philosophy by providing programs and services to the local and campus communities to increase international understanding and awareness. Regionally this includes southern New Mexico and the state of Chihuahua.

**US-Mexico Border Programs**—IP has the major responsibility for coordinating NMSU's involvement along the US-Mexico Border. In addition, IP facilitates and furthers all aspects of cooperation between NMSU and Mexican institutions and individuals including academic research, economic development, and outreach.

### Center for Learning Assistance and Retention

The Center provides study skills assistance in such areas as time management, memory, concentration, note taking, study reading, test preparation, test taking, math/science study skills, speed reading, critical thinking, and graduate school and professional skills test preparation. The services are available to students in the following formats:

- 1) Individualized assistance is provided to any student who drops in at the center. This is a no-fee service.
- 2) Degree credit is offered under UNIV 110, Personal Learning Skills; UNIV 112, Academic and Personal Effectiveness; UNIV113, Speed Reading; UNIV150, The Freshman Year Experience; UNIV 300, Preparing for the GRE; UNIV 350, Peer Education; and UNIV 395, Independent Study.
- 3) Learning-strategies and study-skills workshops provide quick assistance in one-hour presentations offered throughout the semester.
- 4) Professional and graduate school workshops provide development in such areas as speed reading, getting into graduate school, preparing for the GRE, GMAT, LSAT, MCAT, or NMTA.
- 5) Project success workshops assist nontraditional and re-entry students in making the study-skills and personal adjustment back into academic life.
- 6) CLA staff provide outreach presentations on learning and study-skills topics to classes, programs, and organizations on campus.

### Cooperative Education Program

NMSU enjoys a national reputation for its Cooperative Education Program, which contributes to students' total educational experience and realization of career goals by integrating academic theory and practical application. Co-op assignments provide varied work experiences with employers from business, industry, government, and nonprofit organizations. Students may also develop specially tailored co-op assignments.

Students can register for the alternating plan, usually working a minimum of two work phases throughout the U.S. or abroad; each phase may last up to eight months. Work phases are separated by semesters of on-campus classroom instruction. Note: While on alternating work phase, students are afforded full-time status with the university, whether or not they are enrolled for credit.

Continuous enrollment can be maintained through the parallel plan, working 20-30 hours per week concurrent with classroom instruction. Employers are generally located within commuting distance of the university.

In addition to gaining academically related work experience, co-op students establish positive work ethics, receive remuneration for their educational experiences, and also may arrange for course credit through an academic department. In some instances, where co-op work assignments are either not available or are not appropriate for specific students' needs, information is available on internship opportunities offered by government, nonprofit organizations, and business/industry. During the summer months and throughout the

academic year, internships may be arranged for academic credit. Internships are not always paid.

Another alternative to the Cooperative Education Program is summer employment, which may or may not be career related. Working during the summer affords students the chance to earn additional income and gain valuable work experience without affecting their academic schedules.

For further information, contact the Cooperative Education Program at MSC 3509, NMSU, P. O. Box 30001, Las Cruces, NM 88003-8001, call (505) 646-4115, or email [coop@nmsu.edu](mailto:coop@nmsu.edu). Program particulars may be viewed at [www.nmsu.edu/pment](http://www.nmsu.edu/pment).

### Information and Communication Technologies

Information and Communication Technologies (ICT) supports and facilitates information technology at NMSU. Through the campus network, NMSU-Net, students have access to computer systems that support instruction for all NMSU colleges. In addition, computer clusters located around campus provide PC's and Mac's loaded with typical personal computer software as well as course-specific software. Students will find word processing, spreadsheet, statistics, drawing and image processing, presentation, scientific computation, and other tools to assist them in a successful college career. Access to other campus resources such as the Library, email, bulletin boards, newsgroups, etc., are all readily available. Remote archives, databases, news, and all of the resources of the World Wide Web are also easily accessed. Student admissions, registration, and grades are provided on the web for easy student use. For further information, contact ICT, MSC 3AT, NMSU, P. O. Box 30001, Las Cruces, NM 88003-8001, (505) 646-1840 or email [help@nmsu.edu](mailto:help@nmsu.edu). NMSU's web homepage is located at [www.nmsu.edu](http://www.nmsu.edu).

### National Student Exchange Program

Under the National Student Exchange Program (NSE), students may pay NMSU tuition and attend any of 180 colleges or universities across the nation. NSE allows students to broaden their academic, social, and cultural awareness through study in different geographical settings. To qualify for the program, an applicant must be a full-time student with a 2.5 grade-point average and must be a sophomore, junior, or senior at the time of exchange. Applications for the program are accepted from October through December for the following academic year. Late applications may be accepted if space permits.

Grades and credit hours earned at the host institution become part of the official NMSU transcript upon approval of the academic adviser and records officer. Grades are recorded according to the NMSU grading system.

### Servicemember's Opportunity College

NMSU is a member of the Servicemember's Opportunity College consortium (SOC). As such, the university has agreed to write contracts with active-duty military, National Guard servicemembers and their families. This contract will enable them to continue degree work on an Associate's degree in the event of transfer from the local area. See "Servicemember's Opportunity College (SOC)" heading in the "Regulations" section for more information. For further assistance, the student should contact the SOC coordinator through Doña Ana Branch Community College.

### Student Support Services TRIO Program

Student Support Services TRIO program offers encouragement and academic support to ensure that program participants succeed at NMSU. Services that are free to participants include the following:

- Mentoring – participants meet with a mentor each week for help in adjusting to college, learning and using campus resources, developing effective study skills, accessing financial aid, using academic peer advising, staying motivated, and dealing with personal issues associated with college as a first time freshman or returning to school after many years away.
- Tutoring – individual tutoring is available by appointment in science, math, engineering, agriculture, social sciences, humanities, business, and foreign languages. Tutors are approved by department and many are certified through the College Reading and Learning Association.
- Tutoring/Computer Lab – complete assignments, check email, drop in for tutoring
- Cultural Activities – participants receive tickets to activities attended in groups with Student Support Services staff. These activities include plays, dance productions, concerts, and symphonies.
- Exam Files – exam files are available for review to assist participants with learning test-taking strategies geared towards a specific subject.

- Grant Aid – participants who are receiving a PELL Grant, have completed less than 62 credits at NMSU, have an unmet need or student loan, maintain a 2.5 GPA, and meet regularly with mentor/tutor will be eligible to receive the SSS Stipend which is grant aid (free money) for educational costs.

To qualify for the program, students must be first generation education (neither parent received a four-year baccalaureate degree), meet low income guidelines set by the US Department of Education, or have a learning or physical disability and be registered with the SSD Office at NMSU. The Student Support Services TRIO Program is highly competitive with only 350 slots available for eligible students. Students should apply early in Garcia Annex, Room 143. Visit our web site at [www.nmsu.edu/~sss](http://www.nmsu.edu/~sss) or call (505) 646-1336.

### Western Interstate Commission for Higher Education (WICHE)

NMSU collaborates with the Western Interstate Commission for Higher Education (WICHE) in recommending graduates of the university for programs in dentistry, graduate library studies, occupational therapy, optometry, osteopathy, podiatry, public health, and veterinary medicine in universities of other western states. The State of New Mexico subsidizes the education of New Mexico residents when approved for training in these fields in other states. This subsidy is a loan-for-service program which permits New Mexico residents to attend state-supported institutions at in-state tuition rates and private institutions at approximately one-third the standard tuition cost if they practice in New Mexico for an equal number of years after graduation. This program is contingent upon funding by the state legislature. For further information write Certifying Officer for New Mexico, WICHE's Student Exchange Program, New Mexico Commission on Higher Education, 1068 Cerrillos Road, Santa Fe, NM 87501-4295.

## ASSOCIATE DEGREE PROGRAMS

NMSU awards both designated and undesignated associate degrees following completion of 66 semester credits (excluding "N" suffix courses). The last 15 to 30 credits, depending on the requirements of the college in which the degree is pursued, must be completed at NMSU or one of its branches. (Service personnel enrolled under the two-year Servicemember's Opportunity College Program may be exempt from this requirement.)

The designation *Meritorious Graduate* is awarded to the top 15 percent of the students receiving associate degrees within each college in any one academic year; the students must have completed 45 or more credits with computable grades at NMSU.

### Main Campus

Detailed information on admission requirements, curricula, and associate degree or certificate requirements will be found in the section of this catalog devoted to the administering department/college.

### Associate of Arts

Administered by the Community Colleges

### Associate of Fine Arts

Administered by the Community Colleges

### Associate of Science

Administered by the Community Colleges

### Associate of Science in Engineering Technology

Administered by the College of Engineering

### Designated Associate Degrees

The following designated associate degrees are granted to students completing the specified requirements of the degree.

**Associate in Art and Graphic Design**, administered by the Community Colleges

**Associate in Criminal Justice**, administered by the Department of Criminal Justice in the College of Arts and Sciences

**Associate in Education**, administered by the Community Colleges

**Associate in Pre-business**, administered by the College of Business

**Associate in Pre-engineering**, administered by the College of Engineering

**Associate of Arts in Heritage Interpretation**, administered by the Community Colleges