

GENERAL INFORMATION

THE UNIVERSITY

New Mexico State University (NMSU) is the state's land-grant university, serving the educational needs of New Mexico's diverse population through comprehensive programs of education, research, extension education, and public service. NMSU was founded in 1888 as Las Cruces College and later renamed New Mexico College of Agriculture and Mechanic Arts. In 1960, the constitution of New Mexico formally recognized the institution as NMSU. Throughout its history, the university has preserved many of the traditions of its land-grant origin while also increasing emphasis on the fine arts, humanities, social and natural sciences. Today, NMSU is a major institution of higher education.

ADMISSIONS

A student may be accepted for undergraduate admission to NMSU as (1) a regular student or (2) a nondegree student under the policies and conditions as set forth in this section.

REGULAR ADMISSION (FIRST TIME ANY COLLEGE)

Requirements for admission as a regular student include the following:

- Formal application for admission, accompanied by a \$20 nonrefundable application fee.
- An official transcript of the student's high school credits is to be sent directly from the high school to the Admissions Office.
- Official results of the American College Testing Program (ACT) or Scholastic Aptitude Test (SAT) are to be sent directly from the Testing Centers to the Admissions Office.
- Qualifications for undergraduate admission to NMSU are as follows:
- Graduation from any state high school or academy in the United States accredited by a regional accrediting association or approved by a state department of education or state universities.
- Meet the minimum high school unit requirements listed below and have a high school grade-point average of at least 2.0 and ACT standard composite score of at least 20; or high school grade-point average of at least 2.5; or ACT standard composite score of at least 21.

The following high school unit requirements became effective with the class of 1991:

English	4 units*
Science	2 units beyond general science
Mathematics	3 units**
Foreign languages or fine arts	1 unit

* Must include at least 2 units of composition, one of which must be a junior or senior-level course.

** From algebra I, algebra II, geometry, trigonometry, or advanced math.

- First-time freshmen who do not meet the regular admission requirements will be refused admission and can appeal to the Admission Appeals Committee. For more information, contact the Office of Admissions.

Provisional Admission

A new student, other than a transfer student, who does not meet requirements for regular admission may be admitted under the provisional program. To be admitted to provisional status, students must: 1) have a minimum high school grade-point average of 2.25 and ACT composite score of 19 and meet all the minimum high school unit requirements listed above *or* (2) have met all but one of the minimum high school units listed above *and* (a) have a high school grade point average of at least a 2.50 *or* (b) have a high school grade point average of a 2.00 and an ACT standard composite score of 20 *or* (c) have an ACT standard composite score of at least 21. Such a student must take at least 6, but not more than 12 credits, in a regular semester, and at least 3, but not more than 6 credits, in a single summer session.

A provisional student earning a 2.0 grade-point average or higher in at least the minimum number of credits as stated above will be granted regular admission. Should the provisional student earn less than a 1.0 grade-point average in the first semester, further attendance will be denied.

A provisional student earning less than a 2.0 grade-point average, but more than a 1.0 grade-point average in at least the minimum number of credits as stated above, in the first semester may continue for one additional semester. However, a provisional student who fails to attain a 2.0 grade-point average during the second semester will be denied further attendance.

Home School Students

Students enrolled in a home school program may be accepted to NMSU if they meet the requirements for regular or provisional admission as previously stated. In addition, the home school educator must submit a transcript or document that lists the courses completed and grades earned by the student and also indicates the date the student completed or graduated from the home school program. For financial aid eligibility see Major Scholarships for Entering Freshman 2006 in the Financial Aid section of this chapter.

Basic Academic Skills and Admission

In order to succeed at their college studies, entering students are required to have basic skills in mathematics and writing befitting the university

ACCREDITATION

New Mexico State University has been accredited since 1926 by The Higher Learning Commission and is a member of the North Central Association. (NCA may be contacted at 30 North LaSalle St., Suite 2400, Chicago, IL 60602-2504 and (800) 621-7440.) The university was accredited in 1954 by the American Association of University Women. The university's teacher preparation program, which involves several colleges and which is directed by the College of Education, was accredited in 1962 by the National Council for the Accreditation of Teacher Education.

The Division of Student Services has two accredited departments as well. The Counseling Center is fully accredited by the International Association of Counseling Services (IACS), and the Student Health Center is accredited by the Accreditation Association for Ambulatory Health Care (AAAHC).

Various academic departments and programs are accredited separately by independent accreditation agencies. These may be found at the beginning of each college chapter.

environment. Students are evaluated using ACT test scores or diagnostic testing at the time of registration to determine basic academic competency. Based upon this evaluation, the university will require entering students to correct deficiencies by completing course work in English and mathematics before enrolling in courses numbered 300 and above. Specific regulations regarding this policy are described later in this chapter under "Basic Academic Skills."

Application Deadlines

Applications for admission as a regular student should be sent to the Admissions Office at least 30 days before the beginning of the regular semester or summer session for which the student intends to enroll. NMSU programs that have different deadlines for application are:

NursingMarch 1 (fall semester)
August 1 (spring semester)

Admission by GED

Any student who has successfully completed the GED may apply for admission. The admission will depend upon satisfactory scores on the General Educational Development (GED) test and the American College Testing Program (ACT) test. If the student's original high school class was 1991 or later, an official high school transcript needs to be submitted to determine if the above listed high school unit requirements were completed.

Early Admission for High School Students

Currently enrolled high school students of superior academic ability may be admitted as early admission students prior to high school graduation. Documents to be submitted include regular application for admission, recommendation of the high school principal/counselor, parental permission, high school transcript, and ACT scores.

Requirements to be admitted to the program are a high school grade point average (GPA) of 3.0 or an ACT of 21, and an interview with the director of admissions.

Western Undergraduate Exchange Program (WUE)

The Western Undergraduate Exchange Program (WUE) offers students a reduced tuition rate. Students from participating WUE states, who are eligible for regular admission to NMSU, will be charged 150% of regular resident tuition (i.e., 50% more than resident tuition), plus any fees that all students are required to pay. WUE states include Alaska, Arizona, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, North Dakota, Oregon, South Dakota, Utah, Washington and Wyoming. Contact the Office of Financial Aid and Scholarship Programs for more information.

Readmission (Degree Seeking)

Former students of NMSU, or of one of its branches, who have been out of school for a regular semester or longer are required to make formal application for readmission. Applications should be submitted to the Admissions Office at least 30 days before the opening of the semester or summer session for which the student plans to enroll.

A student who has attended other institutions during an absence must have official transcripts forwarded directly to the Admissions Office by the registrar of each institution and must be eligible to return to the college or university last attended. Transcripts must be received prior to the date of registration. Admission status at the time of readmission will normally be determined by previous NMSU academic standing. However, academic performance at other institutions attended during the applicant's absence from NMSU may be taken into consideration in determining the student's admission status.

NMSU Graduation and Retention Rates

The graduation rate for first-time freshmen who enrolled full time in fall 1997 is 46% after six years, based on an entering cohort of 1,694 students. The one-year retention rate for first-time freshmen who enrolled full time in fall 2002 is 72% based on an entering cohort of 1,977 students.

TRANSFER STUDENTS

Transfer students from other colleges or universities may be accepted for undergraduate studies if they have at least a 2.0 cumulative grade-point average and are eligible to return to the college or university last attended. Transfer students who would not have met admission requirements as first-time freshmen must have completed at least 30 graded credits to be considered for admission.

Transcripts

The transfer student must have official transcripts forwarded directly to the Office of Admissions by the Registrar of each college or educational institution previously attended. The ACT may be required of students who have not earned credit for the first semester of college English. A student who conceals the fact that he or she has attended another college or university, and who has not had the registrar submit a transcript for each institution whether or not credit was earned, will be subject to immediate suspension. Transcripts must be received before the date of registration.

Transfer of Credits at NMSU

NMSU evaluates courses from postsecondary institutions that are regionally accredited or are candidates for regional accreditation. Transfer students will receive full credit for course work completed with a grade of C or better, provided the classes are similar or equivalent to courses offered at NMSU. A transfer student may, on the basis of an evaluation of his or her transcripts, receive credit for courses taken at other institutions in which a grade of D was received. However, NMSU does not accept the transfer of courses with D grades that satisfy basic academic competency (basic skills) in English and mathematics. And NMSU will not accept transfer credit for 4 credit basic skills courses (such as ENGL 111G and CCDM 114) when the incoming course carries less than 3 credit hours. Also, colleges or departments may choose to accept only courses graded C or higher in their programs for both transfer and native students. Any lower-division course from another institution receiving transfer credit from NMSU at the 300 or above level will still count as a lower-division course. Transcripts will be reevaluated when students transfer from one NMSU college to another.

Each college determines which transferred courses are applicable toward a degree or a minor.

Grades earned in courses taken at other institutions are not included in the calculation of the NMSU GPA, except for grades earned by approved National Student Exchange students.

Community/Junior College Transfers

Community/junior college transfer students may be admitted and classified on the basis of acceptable credits earned at a two-year institution. However, transfer students are subject to the same graduation requirements as other NMSU students, including the required minimum number of credits from courses numbered 300 or above and the requirement that the last 30 credits must be earned through this university.

Evaluation of Transfer Credits

Once a student has been admitted to NMSU, an evaluation of credits on a course-by-course basis is submitted to the college to which the student is admitted for an evaluation by the student's academic dean. The student's academic dean approves those transfer courses that are acceptable toward a degree or a minor.

Credits from nonaccredited institutions may be evaluated by the student's academic dean after the student has completed two semesters in full-time status with satisfactory grades.

Currently enrolled students must obtain prior approval from their academic dean before work taken at another institution may apply toward meeting graduation requirements.

Religious Center Courses in Religion

Courses in religion, offered by the various religious centers through higher educational institutions with which they are affiliated, are open to all students, and these or similar courses from other universities may be transferred for credit to this university. If a student wishes to have earned credits transferred to NMSU, the following procedures must be observed:

- Obtain written approval from the academic dean prior to registration for the course at the religious center
- Count the credit in the course as part of the total semester load
- Following completion of the course, request that the institution granting the credit send a transcript of the credit to the registrar at NMSU

Registration for these courses in religion is separate from NMSU's registration and is conducted by the religious center offering the course.

Not more than 6 credits in such courses may be transferred to NMSU.

Transferring Courses to Fulfill the New Mexico General Education Common Core

During the 2005 New Mexico Legislative session, Senate Bill 161, consistent with requirements of state law (Chapter 224 of the Laws of New Mexico,

1995 as amended) was signed into law to further enhance and facilitate the articulation of general education courses among New Mexico’s colleges and universities. In accordance with policies established by the New Mexico Higher Education Department, designated general education core courses successfully completed at any regionally accredited public institution of higher education in New Mexico are guaranteed to transfer to any New Mexico public institution. Students who have decided on a major and/or an institution at which to complete their studies should consult with an academic advisor at that particular institution to determine the most appropriate course selections. Students enrolling for the first-year of study at a New Mexico college or university and considering possible transfer into a certificate and/or degree program at another institution are encouraged to take the courses approved for transfer during their freshman and sophomore year of study.

The core matrix of approved courses guaranteed to transfer and meet general education requirements at any New Mexico college or university can be found on the New Mexico Higher Education Department web site at www.hed.state.nm.us/colleges/matrix.asp. Courses are listed by institution, whether university or community college, under each of the five general education areas. The approved courses for New Mexico State University are listed below with their equivalent New Mexico Common Course Number as applicable.

The New Mexico General Education Common Core

(New Mexico Common Course Numbers are in parenthesis where applicable.)

Area I: Communications (Select 9 credits)

ENGL 111G (ENGL 1114), Rhetoric and Composition	4
ENGL 203G, Business and Professional Communication.....	3
ENGL 211G, Writing in the Humanities and Social Sciences.....	3
ENGL 218G (ENGL 2113), Technical and Scientific Communication.....	3
ENGL 311G, Advanced Composition.....	3
ENGL 318G, Advanced Technical and Professional Communication	3
COMM 253G (ENGL 1113), Public Speaking	3
COMM 265G (ENGL 1213), Principles of Human Communication.....	3

Area II: Mathematics (Select 3 credits)

MATH 121, (MATH 1113), College Algebra	3
MATH 142G, Calculus for the Biological and Management Sciences I.....	3
MATH 210G, Math Appreciation	3

Area III: Science, with Laboratory (Select 8 credits)

BIOL 110G, Contemporary Problems in Biology	4
BIOL 111G/111L (BIOL 1111/1113), Natural History of Life	4
BIOL 211G/211L (BIOL 1211/1213), Cellular and Organismal Biology	4
CHEM 110G (CHEM 1114), Principles and Applications of Chemistry	4
PHYS 110G, Great Ideas of Physics	4
GEOL 111G (GEOL 1114), Survey of Geology.....	4
ASTR 110G (ASTR 1114), Introduction to Astronomy	4
ASTR 105G, The Planets	4

Area IV: Social/Behavioral Sciences (Select 6-9 credits)

ECON 251G (ECON 2113), Principles of Macroeconomics	3
ECON 252G (ECON 2123), Principles of Microeconomics.....	3
GOVT 110G (POLS 1113), Introduction to Political Sciences.....	3
PSY 201G (PSY 1113), Introduction to Psychology.....	3
SOC 101G (SOCI 1113), Introduction to Sociology.....	3
ANTH 120G, Human Ancestors	3
ANTH 125G (ANTH 2113), Introductions to World Cultures.....	3
ANTH 201G (ANTH 1113), Introduction to Anthropology.....	3

Area V: Humanities and Fine Arts (Select 6-9 credits)

HIST 101G (HIST 1053), Roots of Modern Europe	3
HIST 102G (HIST 1063), Modern Europe.....	3
HIST 201G (HIST 1113), Introduction to Early American History.....	3
HIST 202G (HIST 1123), Introduction to Recent American History.....	3
PHIL 101G, The Art of Wondering	3
PHIL 201G (PHIL 1113), Introduction to Philosophy	3
ART 101G (ARTS 1113), Orientation in Art.....	3
MUS 101G (MUSI 1013), Introduction to Music.....	3
THTR 101G (THTR 1013), Introduction to Theater.....	3
any 100-200 level literature course.....	3

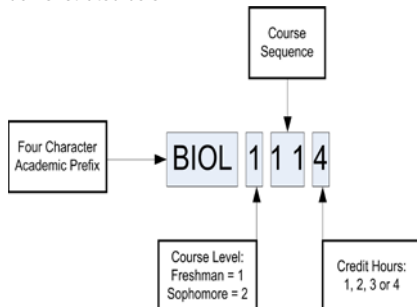
New Mexico Common Course Numbers

The course prefix and number that appear in parenthesis above next to the NMSU course number is the New Mexico Common Course Number. This

is a four alpha/four numeric set of uniform course designations that serve as a single reference point for courses taught throughout the state that share substantially equivalent content. Courses bearing this designation are part of a statewide equivalency table that cross-references the institutional course and number with the universal “common course number” creating an easy one-to-one match.

Students may find the New Mexico Common Course Number listed in crosswalks, degree outlines, transfer guides and in course descriptions in college catalogs and web sites. Simply put, the common course number connects equivalent courses at multiple institutions ensuring students that the course will transfer to the receiving institution and meet degree requirements as if it were taken on that campus.

The New Mexico Common Course Number has an alpha prefix that identifies readily to the subject area. The four digits in the number represent the specific course in that subject area with each digit having significance as demonstrated below:



Transferring Courses Within Degree Programs

To facilitate the transfer of courses within certain degree programs, New Mexico colleges and universities have collaborated to develop transferable discipline modules. These are made up of an agreed upon number of hours and courses. When discipline module courses are taken in addition to the 35-hour general education core, the total number of hours in a transfer module are approximately 64.

For information on the transferable discipline module for Business, see the College of Business chapter. For information on the transferable discipline module for Early Childhood Education, see the College of Education chapter.

Inter-Institutional Transfer Guides and Catalogs

Students who have selected a field of study and/or the institution where they wish to graduate are advised to consult the transfer guide or catalog for that institution for more current and detailed advice to guide their course selection. Formal published transfer guides between most New Mexico community colleges and NMSU are available at the community college and the appropriate NMSU college advisement center.

Student Responsibility

New Mexico’s colleges and universities have collaborated to produce guides to assist students who plan to transfer before completing a program of study. Course modules are designed to help students select courses carefully so that they may transfer with little or no loss of credit. However, planning for effective transfer within maximum efficiency is ultimately the student’s responsibility. Responsible transfer planning includes early and regular consultation with the intended degree-granting institution to assure that all pre-transfer course work will meet the requirement of the of desired degree.

Complaint Procedure for Transfer Credit Appeal

All New Mexico public post-secondary institutions are required to establish policies and practices for receiving and resolving complaints from students or from other complainants regarding the transfer of course work from other public institutions in the state. A copy of NMSU’s complaint policy may be obtained from the Office of the Registrar or from the Deputy Secretary for Academic Affairs, Higher Education Department, New Mexico School for the Deaf Campus, 1068 Cerrillos Road, Santa Fe, New Mexico 87505-1650.

National Student Exchange (NSE)

Courses transferred back to NMSU by students participating in the National Student Exchange (NSE) Program will be evaluated as NMSU courses and recorded on the student’s academic record. All computable grades earned will be included in calculating the student’s cumulative grade-point average.

Visiting Undergraduate Students

Students planning to enroll for a summer or semester who expect to transfer credits back to their home institution must have a letter sent from that institution's registrar to the NMSU Admissions Office indicating that they are in good standing at the present institution. If at a later time the student wishes to matriculate as a full-time regular student at NMSU, all requirements for regular admission must be met.

Out-of-State Students and Legal Jurisdiction

By applying for admission/enrollment, both the student and parents agree that New Mexico law prevails and all litigation will be in federal court in New Mexico or in state court in Doña Ana County, New Mexico.

NONDEGREE ADMISSION

Nondegree admission is designed to meet the needs of mature, part-time students who do not wish to pursue a degree at this university. *Courses taken in this status may not be used to meet university admission requirements.*

Students on nondegree status are not eligible to receive financial aid or student employment; nor are they eligible to participate in student government or intercollegiate athletics; nor are they eligible to receive benefits from any veterans' program.

Students interested in using nondegree credit for initial teacher certification or recertification in a new field need to contact the College of Education. Transcripts from previous institutions, high school, and/or results of college entrance exams may be required to assure readiness for university-level courses.

Nondegree students are subject to the same university regulations as regular students.

Nondegree students may not transfer more than 30 credits from this status to any undergraduate degree program.

Admission requirements include a nondegree application and \$20 application fee.

Nondegree Status

Students who have been denied admission to the Graduate School may qualify for admission as provisional graduate students by enrolling as nondegree students in a college of their choice, and by completing 9 credits or more of graduate work (exclusive of directed readings and independent study) with a grade-point average of 3.0 or above. It should be noted that enrollment in some graduate-level courses is restricted to students accepted into specific programs. Academic advising for nondegree students should be obtained from the department or program of interest to the student. After meeting this requirement, upon receipt of a readmission application the student's records will be resubmitted to the department of choice for a decision as to admission. Also, non-NMSU graduates whose graduate application packet is incomplete may apply as a nondegree student in order to register for classes.

Not more than three courses totalling 9 credits or fewer earned in nondegree status at NMSU may be transferred to a graduate program. NMSU does not recognize graduate credit for nondegree work from institutions other than the University of New Mexico (UNM), from which 6 credits may be accepted with the approval of the appropriate department, the college dean, and the graduate dean. Therefore, any student who has previously been accepted and enrolled in the Graduate School at NMSU should not change to a nondegree program unless it is the intention never to pursue further studies leading to an advanced degree.

Changing from Nondegree Status

A nondegree student in good academic standing at NMSU may apply for change of status from nondegree to regular. Requirements for regular admission must be met.

Auditing Courses

Students who wish to audit courses may do so as nondegree students with the consent of the instructor, provided the facilities are not required for regular students. Regular students may also audit courses, but audited courses are not counted in determining maximum course loads, except for students on probation or graduate students.

FOREIGN STUDENTS

The general policies of the university as outlined in this catalog apply to foreign as well as domestic students. However, some special policies are necessitated by federal laws applicable only to foreign students.

A foreign student is any individual attending NMSU while present in the United States on a non-immigrant student visa. Legal immigrants or refugees must present documentation of their status either to Admissions or to the International Programs (IP) Office.

U.S. Citizenship and Immigration Services (USCIS)

Some of the more important rules as established by the United States Department of Homeland Security are

1. Each student must maintain full-time student status for both the fall and spring semesters.
2. Foreign students may not work off campus without authorization. On-campus employment may be authorized under certain conditions.
3. All foreign students must maintain an up-to-date record in the IP Office. This record must indicate the student's current living address and local phone number.
4. Prior to admission, a prospective foreign student must demonstrate the following:
 - Academic ability to succeed in the chosen course of study;
 - Adequate financial support to complete the chosen course of study; and
 - Adequate command of the English language to maintain legal status as a full-time student for the fall and spring semesters.

UNIVERSITY PROCEDURES FOR FOREIGN STUDENTS

Scholastic Ability

1. Prospective undergraduates must have completed a minimum of 12 years' schooling and/or submit official diploma or completion certificate.
2. Official transcripts showing the classes taken and grades earned for the school years 10, 11, and 12 must be submitted. No hand-carried documents will be accepted unless received in a sealed envelope.
3. The scholastic average for the last three years of high school must be equivalent to 2.5. Foreign students are not admitted on a provisional or probationary basis.
4. Graduation from a high school in the United States does not automatically qualify a foreign student for admission to NMSU. The student must also submit official transcripts from his or her foreign secondary school.

Financial Support

1. Each prospective foreign student must submit a current financial support document with his or her application.
2. This document must show that (a) the person providing the financial support has the necessary funds, and (b) the funds can be transferred from the student's home country to the United States.

No financial aid is available from NMSU. The university reserves the right to demand advance deposit of funds for any period deemed reasonable prior to granting admission. A foreign national can never qualify for residency and must pay nonresident fees.

English Language Proficiency

NMSU requires a score of 500 (paper-based)/173 (computer-based)/61 (internet-based) or better on the Test of English as a Foreign Language (TOEFL) for all foreign students, both nondegree and degree seeking. Foreign students may also demonstrate English proficiency by satisfactorily completing NMSU's Intensive English as Second Language programs. A waiver of the TOEFL requirement may be considered for

- 1) Students who are native speakers of English.
- 2) Students completing high school in the United States who (a) have attended the high school for at least two full semesters and (b) have scored in at least the 75th percentile in English on the ACT.
- 3) Students transferring from a junior college, or university in the United States who have earned a minimum of 30 acceptable semester credits (45 acceptable quarter credits) with a GPA of 2.5 or better. "Acceptable credit" means classes that require a high proficiency in both written and oral English.

- 4) Students demonstrating English-language proficiency by methods accepted by International Programs.
- 5) Students enrolling in certain programs where English language proficiency is not required.

The university reserves the right to require any prospective foreign student to meet the TOEFL requirement.

For complete information concerning the TOEFL examination, applicants should review the following web site: www.toefl.org

NMSU conducts an Intensive English Language Program for undergraduates and graduate students pursuing degree programs at NMSU. Foreign students are not admitted to the university for the sole purpose of studying English.

Prior to enrollment, each foreign student is administered an English screening examination. Based on the results, the student is either assigned to one of the special English classes for foreign students or is excused from special English instruction. Foreign students excused from SPCD 111G will be required to take ENGL 111G, including students whose native language is English. The student may then be required to complete one or more regular English classes as required for a particular degree. Completion of basic English courses at other U.S. institutions does not automatically satisfy this requirement.

Admission Restrictions

Although NMSU does not set a quota for the total number of foreign students, there may be several factors that would prohibit admission even though the student meets all general requirements.

- 1. The dean of a chosen college and the department head of a chosen major or the provost/campus director of a branch campus may refuse to grant admission.
- 2. There may be a disproportionate number of foreign students or a disproportionate number of a particular nationality in one department or college.
- 3. Academic advisers, especially in the Graduate School, may not be available.
- 4. Foreign nationals may be nondegree if admitted as exchange students, or as part of a special program, or as holders of visas that allow incidental studies related to their current non-immigrant status.
- 5. Non native speakers of English normally are not admitted for summer sessions. There are some exceptions such as students admitted to NMSU's Intensive English Programs.
- 6. University branch campuses reserve the right to refuse admission to foreign students if the appropriate immigration and English-language support services are not available.
- 7. Preference for admission to the branch campuses is shown to students who graduate from high school in the United States.
- 8. University branch campuses reserve the right to set limits on the number of international students admitted to their respective campuses based on the percentage of international students within an academic program.

All application material, including the application for admission, letters of recommendation, transcripts or national examination scores and/or transcripts from colleges or universities (with an English translation), test scores including the TOEFL, and proof of adequate financial support should be on file in the International Programs Office by the following suggested dates:

- March 1*for fall semester
- October 1*for spring semester

*Contact the academic department for specific deadlines.

Miscellaneous Regulations

- 1. All foreign students are required to have coverage at the Student Health Center except when the main campus Student Health Center is not available to them.
- 2. All foreign students must have health insurance. Students who do not purchase insurance from NMSU must present evidence of similar coverage to the IP Office. Students without insurance will not be allowed to register.
- 3. Upon arrival on campus new foreign students are not permitted to register until all IP requirements are met, including attending orientation and taking the English screening examination. All foreign students, therefore, are required to report to the appropriate office on their campus.

- Main Campus: International Programs, Garcia Annex, Room 238

- Doña Ana Branch: International Programs, Garcia Annex, Room 238
- Alamogordo Branch: Office of Student Services, Student Services Building, Second Floor
- Carlsbad Branch: Office of Student Services, 150 University Drive, Room 111
- Grants Branch: Office of Student Services, Walter Martinez Building, Main Office Complex

- 4. Undergraduate students are required to carry at least 12 credits per semester.

COSTS

All costs are given for one semester or summer session. The university reserves the right to change any of the charges without notice. Below rates are 2005-2006 amounts; rates subject to change.

TUITION AND REQUIRED FEES

	New Mexico Residents	Non-Residents
Fall or Spring Semester		
Full-time (12 or more credits).....	\$1,959.00	\$6,603.00
Each credit over 18.....	163.25	550.25
Part-time, per credit (1 to 11 credits).....	163.25	550.25

Summer Session (each session)

	All Students
Full-time (5 to 7 credits).....	\$816.25
Each credit over 7	163.25
Part-time, per credit (1-4 credits).....	163.25

Tuition and fees for auditing classes are the same as above. Short courses, workshops, and institutes are treated as completely separate sessions with varied credit rates.

GENERAL FEES

Application for Admission (must be submitted with application and is nonrefundable).....\$15.00

International Student Admission Fee.....50.00

ASNMSU Part-Time Fee (1-11 hrs.)*.....36.00

Summer ASNMSU Part-time fee.....8.28

Graduation Fees Certificate.....\$10.00

Bachelor's/Associate's.....20.00

Late Filing Fee.....25.00

Late Registration Fee Base Cost.....25.00

Late Registration Fee Daily Rate.....5.00

Examination fee (applies to students not enrolled during a semester/session in which examination is taken).....\$164.00

COURSE FEES (fees assessed per course)

Anthropology Field Session courses.....\$600.00

Clothing, Textile, and Fashion Merchandising Practicum courses.....25.00

Health, Nutrition, and Food Science Lab courses.....25.00

Professional Golf Management Educational course.....1,100.00

Professional Golf Management Educational Program, Level 1 and 2 courses.....\$760.00

Professional Golf Management Educational Program Level 3 course.....535.00

Pocket Billiards courses.....15.00

Beginning Bowling courses.....60.00

Beginning Golf courses.....30.00

Intermediate Bowling courses.....60.00

Intermediate Golf courses.....40.00

Outdoor Recreational Skills courses.....235.00

Equitation courses.....175.00

Nursing Clinical courses.....65.00

Nursing Theory courses.....50.00

Applied Music courses - see "Other Music Requirements" under the Music section of the Arts and Sciences chapter.

COLLEGE OF EDUCATION COURSE FEES

Beginning spring 2007, a fee may be assessed for most College of Education courses, both undergraduate and graduate. The fee will average \$30 per course. Funds generated by this fee will be used for expanding and improving

field experience programs, internships, and practicums and to better comply with federal, state, and accrediting body standards.

MANDATORY FOREIGN STUDENT FEES

All foreign students are required to have Student Health Center coverage and purchase the student accident and sickness insurance, unless otherwise covered by comparable health and accident insurance approved by International Programs. Foreign students will be required to purchase health insurance for spring and summer during spring registration, unless they have applied for spring graduation.

OPTIONAL FEES

Health/Activity Fee

The Health/Activity Fee is included in tuition for full-time students. Options for part-time students enrolled at main campus for 6 or more credits during a regular semester or 3 or more credits during a summer session include:

	Fall/Spring	Summer
Health/Activity Fee.....	\$98.00	\$36.00
Activity Fee Only.....	42.00	11.00
Health Fee Only.....	61.00	27.00

Health and/or Activity Fee entitles part-time students the same privileges as full-time students with the exception of voting in student elections. The Health Fee option grants access to the Student Health Center and can be exercised at any time during the semester or summer session. Students who use the health center are required to complete a Medical History Form and return the completed questionnaire to the Director, Student Health Center, Box 30001, MSC 3529 New Mexico State University, Las Cruces, NM 88003-8001. Forms may be obtained at the Student Health Center.

Supplemental Health Insurance

Students, who have access to the Student Health Center, may choose to purchase a commercial insurance policy endorsed by NMSU. This insurance is intended to supplement the Student Health Center service. Students may purchase dependent coverage under this commercial insurance company policy; however, dependents of students are not eligible to use the Student Health Center. This insurance must be purchased by the last date of late registration.

Housing Services

See "Housing and Residential Life" section for room descriptions, accommodations, application process, deposit requirement, regulations, and eligibility.

	Fall/Spring	Summer
Double Occupancy (Monagle).....	\$1,397.00	n/a
Double Occupancy (Garcia Hall).....	1,536.00	n/a
Double Occupancy (RGH).....	1,507.00	n/a
Single Occupancy (Monagle).....	2,235.00	n/a
Single Occupancy (RGH).....	2,411.00	n/a
Single Occupancy (Alumni Avenue).....	1,495.00	n/a
Four Bedroom Apartment (Cervantes Village).....	1,680.00	627.00
Two-Bedroom Apartment (Cervantes Village).....	1,779.00	685.00
Two-Bedroom Apartment (Vista del Monte).....	1,902.00	706.00
Efficiency Apartment (Cervantes Village).....	1,836.00	710.00
Two-Bedroom Home (Cole Village).....	1,430.00	534.00
Family Housing (per month).....	515.00	515.00
Family Housing Four-Bedroom (Cervantes Village, per month).....	700.00	700.00

Dining Services

See "Housing and Residential Life" section for meal plan descriptions, application process, deposit requirement, regulations, and eligibility.

	Fall/Spring	Summer
Meal Plan A.....	\$1,130.00	n/a
Meal Plan B.....	1,130.00	n/a
Meal Plan C.....	1,130.00	n/a
Dining Express.....	620.00	n/a

Late Registration Penalties

A late registration or late payment penalty of \$25 for the first day and \$5 each additional day will be assessed if registration and payment or arrangements for payment have not been completed by the deadline as shown by the university calendar. Failure to make payment arrangements with the Business Office at the time of registration may result in additional liability.

PAYMENT OF CHARGES

Payment of charges can be completed with the Business Office by paying in full, arranging a deferred payment plan, processing a Financial Aid deferment, or third-party payment agreement. Course reservations may be cancelled if payment arrangements are not completed by the deadlines outlined in the current class schedule. Graduate assistants may opt to have tuition and fees deducted from their university payroll by requesting to participate each semester in a payroll deduction authorization plan.

Payments can be made by mail, web, telephone, or in person at the Business Office. Cash, checks, money orders and limited types of credit cards are accepted.

Students requesting a deferred payment plan arrangement must initially pay ten percent of tuition charges, with the balance due in four equal monthly installments within the semester. Summer sessions have one installment within the session. A carrying charge of \$3.50 per month will be assessed monthly for students using the deferred-payment plan. Any financial aid received must be paid towards balances owed. Additional penalty charges may be assessed for failure to make payments when due. The university reserves the right to deny a deferred payment plan to any student who has a poor credit rating or who has been negligent in making payments to the university for previous debts.

The university reserves the right to cancel the registration of any student who fails to pay, when due, any indebtedness to the university. Academic credits, transcripts, and diplomas will be withheld until all financial obligations are paid. Students are prohibited from registering for a semester until all previous semester accounts are paid in full.

TUITION ADJUSTMENTS, REFUND, AND FORFEITURES

Any student officially dropping or withdrawing from a course or courses during a semester or summer session may receive tuition and fee adjustments as outlined in the current class schedule. No tuition adjustments will be made on classes of less than five weeks' duration. Non-attendance does not constitute official course drop or withdrawal. All charges due to the university must be paid before refunds will be permitted.

In cases of academic or disciplinary suspension, eligibility for tuition adjustments will depend on the conditions of the suspension and will be entirely at the option of the university. Should unforeseen circumstances beyond the reasonable control of the university result in curtailing classes, closing residence facilities, or otherwise withdrawing services that are a normal function of NMSU, refunds of any nature will be at the discretion of the university administration.

Residence hall rentals and dining hall charges may be refunded in accordance with schedules adopted by these departments.

DISHONORED CHECKS/CREDIT CARDS

The university charges a penalty on all dishonored cash instruments. Personal checks will not be accepted from students who have had previously dishonored checks.

ESTIMATING OTHER EXPENSES

In addition to the direct costs stated above, other expenses per semester may include such items as textbooks and supplies (estimated at \$300) and personal expenses (estimated at \$460).

COOPERATIVE EDUCATION

A one-time registration fee of \$15 is required of students participating in the Cooperative Education Program. During school phase, students pay the same tuition and fees as regularly enrolled students. Work phase students who are assigned to campus or nearby off-campus workstation pay the student health fee and/or the student activity fee. Students receiving academic credit during a work phase will also pay applicable tuition.

RESIDENT, NONRESIDENT STATUS

Resident or nonresident status is determined in accordance to a uniform definition established for all New Mexico institutions by the Commission on Higher Education, State of New Mexico. The NMSU Registrar's Office administers residency.

Members of the Armed Forces, their spouses and minor children, not otherwise entitled to claim residency, are eligible for tuition payment at the resident student rates upon presentation of a certification from their commanding officer of assignment to active duty within New Mexico. Certification is required upon initial registration.

Information on the following programs may be obtained from the Office of Admissions:

- Residents of Texas who reside in Texas within 135 miles of the NMSU-Main Campus may be eligible for a special tuition rate for the main campus only.
- All enrolled members of the Navajo Tribe who reside on the Navajo Reservation, as certified by the Navajo Department of Higher Education, will be assessed in-state tuition rates at all times.
- The Western Undergraduate Exchange program (WUE) allows students in western states to enroll in four-year college programs at the reduced tuition rate of 150 percent of the institution's regular resident tuition.

Students interested in dentistry, veterinary medicine, occupational therapy, optometry, osteopathy, podiatry, forestry, graduate library studies, graduate nursing education, and public health should see the paragraph on Western Interstate Commission for Higher Education in the "Student Services" section.

VETERAN STUDENTS

Tuition and fees of students enrolled under Public Law 815 will be paid by the Veterans' Administration under contract with the university. Tuition and fees of students enrolled under Public Law 550 or 634 are payable to the university by the student in the same manner as a nonveteran student.

STUDENT ACCIDENT AND SICKNESS INSURANCE

All full-time students may purchase an additional accident and sickness policy to supplement the Student Health Center service. Part-time students enrolled for 6 or more credits may purchase the additional accident and sickness policy provided they have paid the health fee.

FINANCIAL AID

The mission of the Office of Student Financial Aid and Scholarship Services is to improve access to higher education by providing comprehensive financial assistance and information to all students and the NMSU community. NMSU, the federal government, and the state of New Mexico all contribute to assist students and their families in pursuing higher education.

The financial aid office administers a broad spectrum of loans, grants, jobs, and scholarships in an attempt to meet the financial needs of the university's students.

The Office of Student Financial Aid and Scholarship Services awards financial aid to students according to their individual needs. Parents of students are expected to contribute to their child's education according to their ability, taking into account their income, assets, number of dependents, and other relevant information. Students themselves are expected to contribute from their own assets and earnings, including appropriate borrowing against future income. All information provided to the Office of Student Financial Aid is regarded as confidential.

Students applying for financial aid complete a FAFSA designed to determine, in accordance with state and federal guidelines, the difference between what the student or family is expected to contribute and the cost of attending NMSU. Among the factors that determine the family's expected contribution are (1) annual adjusted gross income as reported to the Internal Revenue Service; (2) savings, stocks, or bonds; (3) other assets in the form of a business, farm, or real estate; (4) nontaxable income and benefits; and (5) student's prior year income and assets.

Students applying for financial aid should complete a FAFSA available at NMSU campus or by visiting <http://fa.nmsu.edu> or www.fafsa.ed.gov/.

Please refer to the NMSU Financial Aid web site for more information on financial aid available in the financial aid office. A complete listing of programs and policies is available at <http://fa.nmsu.edu>.

General Eligibility Requirements

To receive financial aid you must

- Have financial need, except for some loan and work-study programs.
- Have a high school diploma or a General Education Development (GED) Certificate, pass a test approved by the U.S. Department of Education, meet other standards your state establishes that are approved by the U.S. Department of Education, or complete a high school education in a home school setting that is treated as a home school or private school under state law. See your financial aid administrator for more information.

- Be enrolled or accepted for enrollment as a regular student working toward a degree or certificate in an eligible program. (You may not receive aid for correspondence or telecommunications courses unless they are part of an associate's, bachelor's, or graduate degree program.)
- Be a U.S. citizen or eligible noncitizen (state funded scholarships are available to undocumented students.)
- Have a valid Social Security number. If you don't have a Social Security number, you can find out more about applying for one at www.ssa.gov.
- Make satisfactory academic progress.
- Sign a statement on the FAFSA certifying that you will use federal student aid only for educational purposes.
- Sign a statement on the FAFSA certifying that you are not in default on a federal student loan and that you do not owe money back on a federal student grant.
- Register with the Selective Service, if required.

Sources of Financial Aid

Grants—The foundation for financial aid is the Federal Pell Grant, a federal grant available to undergraduate students with documented financial need. Pell Grants range from \$400 to \$4,050, though these figures are subject to change each year. If a Pell Grant is insufficient to pay educational expenses, the student may be eligible to receive other types of aid, including a Federal Supplemental Educational Opportunity Grant or Leveraging Education Assistance Partnership Program Grant. These grants are awarded to undergraduate students who show exceptional financial need. Typically, all three types of grants do not have to be repaid.

Loans—Available to undergraduate and graduate students with financial need, Federal Perkins Loans are long-term, low-interest loans that must be repaid to the university according to federal guidelines. Repayment begins six or nine months after graduation or after enrollment drops below 6 credits.

Subsidized and unsubsidized Federal Stafford Loans are need-based, long-term loans available to undergraduate and graduate students. Students receiving a subsidized or unsubsidized Federal Stafford loan or a Perkins, must complete a debt-management session before NMSU will issue a check. In addition, students must complete an exit interview upon graduation or withdrawal from the university. Repayment of a Stafford loan begins six months after graduation or six months after enrollment drops below 6 credits. The interest rate is variable but will not exceed 8.25%. More information will be available at the time the loan is made.

Work-Study Programs—The Federal Work-Study Program provides employment opportunities for selected undergraduate and graduate students with demonstrated financial need. The New Mexico Work-Study Program also provides employment opportunities for students; however, only New Mexico residents are eligible to participate in the program.

For more information on the U.S. Department of Education student aid programs, go to www.ed.gov/prog_info/SFA/StudentGuide (for financial aid) or see the NMSU Financial Aid web site at <http://fa.nmsu.edu>.

Awards

All financial aid awards are based on information provided by the student and parents, availability of funds, and eligibility requirements. Any award may be revised based on changes in enrollment, cost of attendance, family contribution, or failure to meet satisfactory academic progress. Withdrawals or reductions in enrollment may affect an award or any future awards. Financial Aid will not pay for audited courses or some repeats.

Scholarships and Other Aid

State, institutional, and federal scholarships may also be available. Amounts, deadlines and eligibility requirements vary. For more information, contact the Office of Student Financial Aid and Scholarship Services or visit the university's scholarship web site at <http://fa.nmsu.edu/sch>.

Many students finance part of their education with scholarships, which may be awarded for academic achievement, special skills, talent, and/or because of the recipient's financial need.

Major Scholarships for Entering Freshmen 2006

For consideration, students must be admitted (tentative or final) to NMSU (main campus) by March 1, 2006 and meet eligibility criteria at that time. Students must enroll in the first regular semester directly following high school graduation. A student is required to be a New Mexico resident and a New Mexico high school graduate or New Mexico GED recipient (except for the Out-of-State Scholarship). Recipients must enroll in at least 12 valid credit hours (full-time) of bachelor's degree-seeking courses offered at the Las Cru-

ces main campus of NMSU. Some scholarships may be funded in part by the New Mexico Lottery Success Scholarship beginning the second semester.

Home School Students—for financial aid eligibility contact the Office of Student Financial Aid and Scholarship Services.

President's Associates Honors Scholarship: Tuition and Fees plus \$1,750/Semester—NMSU scholarship application and brief essay required. Students applying for this scholarship must apply, meet scholarship criteria, and be admitted to NMSU by March 1, 2006. High School Requirements: 3.75 High School GPA and an ACT composite of 28 (SAT 1240) or 3.5 HS GPA and an ACT composite of 30 (SAT 1320). Renewable 1st semester: 3.5 GPA and completion of 14 graded credits (freshman year). Thereafter: 3.5 cumulative GPA and 12 graded credits each semester.

New Mexico Scholars Scholarship: Tuition and Fees and Book Stipend—Qualifying family income, if one student in college, \$30,000 AGI or less. If two students in college, \$40,000 AGI or less. High School Requirements: 25 ACT (1130 SAT) or top 5% of high school class. Renewable: 3.0 GPA and completion of 12 graded credits each semester.

NMSU Crimson Academic Scholarship: Tuition and Fees plus \$250/Semester—High School Requirements: 24 ACT (1090 SAT) and 3.75 GPA or 26 ACT (1170 SAT). Renewable: 3.4 GPA and completion of 12 graded credits at the end of the first semester. Thereafter, renewable based on a 3.5 cumulative GPA and completion of 12 graded credits per semester.

Regents Scholarship: Tuition and Fees—High School Requirements: 23 ACT (1050 SAT) and 3.5 GPA or 3.75 GPA. Renewable: 3.0 cumulative GPA and 12 graded credits each semester.

Opportunity Scholarship: One Semester (non-renewable) \$1,000 Award—High School Requirements: 21 ACT (970 SAT) or 3.0 GPA.

Out-of-State Scholarship: Reduction to In-State Tuition and Fees Plus \$100/Semester—Non-NM Residents. High School Requirements: 23 ACT (1050 SAT) and 3.5 GPA or 26 ACT (1170 SAT) and 3.0 GPA. Renewable: 3.25 GPA and completion of 14 graded credits each semester. Scholarship is competitive and number of awards granted is limited.

Financial Aid Satisfactory Academic Progress

Federal regulations require that financial aid recipients meet certain academic standards to be eligible for federal financial aid. To ensure that financial aid recipients are making satisfactory academic progress, academic transcripts are reviewed at the end of each term to determine eligibility for the next term. All terms of attendance are reviewed, including periods in which the student did not receive financial aid. All transfer work is taken into account when satisfactory progress is reviewed.

- **Qualitative Progress:** Undergraduate students must maintain a cumulative GPA of at least 2.0 (a C average). Graduate students must maintain a cumulative GPA of at least 3.0 (a B average). Grade point values are: A = 4.0, B = 3.0, C = 2.0, D = 1.0, F = 0. Grades of I, CR, RR, PR, NC, W, AU are not calculated in the GPA.
- **Completion Rate:** Students must complete a minimum of 67 percent of all course work (registered credit hours) attempted at NMSU. Any course with a grade of withdraw (W), incomplete (I), repeats (RR), failure (F), audit (AU), or no credit (NC) is not considered completed course work. Repeated courses are included in the calculation.
- **Maximum Time Frame:** Students must complete their program within 150 percent of the credit hours required by the program. Students who have reached the maximum allowable time will be suspended from receiving financial aid. Developmental/remedial hours are excluded from this calculation. Total attempted hours including repeated courses and transfer course work are included in the student's maximum time frame calculation.

Financial Aid Suspension

Students are suspended from receiving financial aid if they do not meet satisfactory academic progress standards. Students on financial aid suspension will not receive any form of federal or state financial aid (grants, loans, work study). Financial aid eligibility is reinstated when all standards of satisfactory progress are met.

The Appeals Process

Students suspended from financial aid may appeal the suspension if there are mitigating circumstances affecting their progress. Students who would like to appeal the suspension must submit an appeal form, available at <http://fa.nmsu.edu>, and all required documentation to the Office of Student Financial Aid. A committee will review the appeal and may grant reinstatement

of financial aid based on mitigating circumstances that directly contributed to deficient academic performance. Appeals are usually evaluated on a term-by-term basis.

HOUSING and RESIDENTIAL LIFE

Housing and Residential Life

Living on campus can help ease the transition to college and help students meet new and diverse individuals. As campus residents, students are part of the campus community and have more opportunities to join clubs, attend campus events, be closer to classes, the Activity Center, the library, and many other campus resources. While campus living is not required, the university strongly encourages students to take advantage of the many opportunities available through campus residency. For more information about housing options, and to get a housing application, visit our web site at www.nmsu.edu/~housing.

Residence Halls. NMSU offers four different residence halls for first-year students to choose from. First-year students will receive priority assignment into Garcia Hall, or the New Freshman Residence Hall opening for the Fall of 2006. If space is available, freshman students may be assigned to Monagle Hall or Rhodes-Garrett-Hamiel. The semester housing cost includes all utilities, local phone service, cable TV, and high-speed data connectivity.

Campus Apartments. Campus apartments offer students more than just affordable housing, campus apartments offer a unique college atmosphere where neighbors share similar goals (such as graduating) and together form an academic community unlike any found off campus. Available for sophomores to graduate students, on-campus apartments have the benefits of on-site staff, prompt maintenance, and amenities such as a computer lab and laundry. Apartments are fully furnished and the semester's charge includes all utilities, local phone service, cable TV, and high-speed data connectivity.

Student Family Housing. Student family housing is available for students who are married and/or have dependents living with them. Two-story townhouse apartments and single-story houses include two bedrooms, a bath, kitchen and living room. Four-bedroom apartments include four bedrooms, two bathrooms, kitchen and living room. All units are unfurnished except for the stove and refrigerator. Washing machine hook-ups are provided in the two-bedroom units and townhouses only. The monthly rent includes all utilities, local phone service, cable TV, and high-speed data connectivity. Some pets are allowed in parts of Student Family Housing.

Availability of Units for Students with Disabilities

There are a limited number of specially equipped residence hall rooms, Vista del Monte apartments, and family housing units available to students with disabilities (including students who use wheelchairs) who wish to reside in campus housing. These are assigned on a first-come, first-served basis. Specific needs or requirements (i.e., roll-in showers, special door openers, etc.) should be discussed with the Department of Housing and Residential Life on an individual basis prior to submitting an application.

Dining

It is mandatory for freshmen who live in campus housing to participate in the meal plan. The meal plans range from unlimited meals to 150 meals a semester. Continuing and commuter students will find different meal plans that suit their lifestyle. All meal plans come with flex points that can be used at other campus dining locations. One flex point is worth one dollar. A dining contract runs for the whole academic year and charges are applied to a student's university account every semester. For more information visit the web site <http://www.nmsu.edu/~dining>. You can obtain a Dining Application from the ID Card Services office or the Housing and Residential Life Department.

Other Food Service Options

In addition to the meal membership program, food service is available at various locations throughout the campus by using cash, the NMSU Money\$Card or, in some areas, the flex points included with the meal membership package. Food service location hours vary. More information can be obtained by contacting the ID Card Office 505-646-4835 or <http://www.nmsu.edu/~idsvs>.

Application Procedures and Acceptance Policy

The university reserves the right to refuse to give a housing assignment to any student. Examples of reasons for refusal include, but are not limited to, individuals who have criminal histories, individuals who have behavioral problems which may, in the opinion of the university, negatively impact the group-living environment, individuals who have been previously evicted from campus housing, or individuals who have poor rental histories.

The university will assign accommodations subject to the space available. The university will not guarantee assignments to a particular building, nor will it guarantee types of accommodations, specific rooms or apartments, roommates, or single rooms.

The university reserves the right to change or cancel assignments in the interest of order, health, safety, or discipline with appropriate written notice.

Completed applications for housing and dining services* should be submitted as early as possible, preferably one regular semester in advance. Single student housing and meal plan applications require a prepayment at the time of application. Submission of a housing and dining application indicates acceptance of the terms and conditions of the applicable agreement. The Director of Housing and Residential Life is responsible for administration of the housing agreement. The ID Card manager is responsible for the administration of the Dining Contract.

All housing areas require at least part-time enrollment during the regular academic year. Continuing housing residents are not required to enroll during summer sessions.

Completed applications for Student Family Housing** should be submitted at least 6 to 8 months in advance. Family Housing occupants are assigned based on the date of application. Family Housing occupancy is month-to-month, with thirty (30) days' notice required to vacate.

*Application procedures for current on-campus residents may differ from those stated above.

**Certain qualifications apply for single student apartment and family housing occupancy. Consult the main Housing Office for details.

The Money\$Card

The NMSU Money\$Card, a feature of your I.D. card, is a prepaid declining balance account. It is available for students, faculty, and staff who wish to avoid carrying cash for food, vending, laundry at residence halls, convenience stores, copies at the Corbett Center Copy Center, and bookstore purchases. This program is available through the I.D. Card Office and can be purchased in varying amounts over \$25.

NMSU ID Card

The NMSU I.D. card serves as the primary source of student identification for the campus. The I.D. card, with an appropriate activity sticker, serves to admit students to athletic functions of NMSU. It also provides for use of certain student services and allows for check cashing privileges. The I.D. card serves as a membership card for meals, the Money\$Card, and as a key in some residential buildings.

Student Special Care Policy

To ensure the safety and well-being of our students, NMSU may, on occasion, require that students receive a particular type of care or treatment (i.e., emergency medical attention, live-in attendants, or vaccinations) as a condition of continued enrollment or eligibility to reside in university-operated housing. When this care or treatment is required by the cognizant university administrator, the student will be obligated to assume any financial responsibility associated with the treatment.

Furthermore, the university may, on occasion, contact a student's parents, legal guardian, or spouse in cases of extreme emergency, or where a possibility of imminent harm exists. This will occur only when, in the judgment of the appropriate official, the best interests of the student and the university will be served.

When practical, the university will notify the student, in writing, of the university's intention to undertake the steps authorized by this policy. This decision may be appealed by the student to the Vice President for Student Services within 24 hours of notification. The appeal should be in writing and clearly state the reasons why the student objects to the proposed action. The vice president will review the facts in the case and convey the decision to all parties within 48 hours. The vice president's decision shall be final.

STUDENT SERVICES

Campus Activities

The Department of Campus Activities promotes student leadership development opportunities through its various programs which include student organizations, the Union Program Council, Greek Life, and National Student Exchange. Additional opportunities include the Leader Certification Program and the Co-curricular Transcript Program. This office also coordinates activities and events through the Activity Request Form process, administers the University Sales and Solicitation Policy, is responsible for the *Student Handbook*, and serves as liaison to the InterFaith Council.

Corbett Center Student Union

Corbett Center Student Union (CCSU) serves as the center for campus life providing programs and services for students and other members of the University community. A place to study, relax, meet with student groups, work or play, CCSU offers students, faculty, and staff a variety of services and activities. The union is the home to several administrative offices, student programming/activities, ASNMSU, the student radio station and student newspaper.

Services offered by CCSU include meeting rooms, auditorium, multiple dining facilities (both retail and residential), bookstore, a café with game room and computer lab, study areas, copy center, post office and a convenience store. For more information call (505) 646-4805 or visit the web site at <http://ccsu.nmsu.edu/>.

Counseling Center

The Counseling Center provides students and the campus with a variety of services including individual and group counseling, career exploration, outreach programs, and consultation. We assist students with issues such as relationship conflicts, depression, anxiety, stress management, and self-esteem concerns. All services are strictly confidential and are free. The Counseling Center is located in Garcia Annex Room 100, and is open Monday through Friday, 8:00 a.m. - 5:00 p.m. and other times as needed. The Counseling Center is staffed by professional counselors and psychologists and is accredited by the International Association of Counseling Services, Inc.

The Career Exploration Center, located on the northeast corner of Garcia Annex adjacent to the Counseling Center, provides students with assistance in career choice and selecting an appropriate area of study. An excellent library is available for reference use and check out. For more information check our web site at www.nmsu.edu/~counsel/.

WAVE: Wellness, Alcohol, and Violence Education is comprised of the Choices program that provides campus organizations, classes and other groups with information concerning the decisions that surround drinking alcohol and the VIP (Violence Intervention Program) that delivers presentations on sexual assault and violence prevention.

New Student Programs

New Student Registration programs are offered in April, June, and January. Aggie Welcome Week, a program that acquaints incoming students with campus life at NMSU, is scheduled for the week before the fall semester begins. For information on our programs for new students, please contact the Office of Enrollment Management at (505) 646-1055 or nsinfo@nmsu.edu.

DISTANCE EDUCATION

Distance Education (DE) at NMSU is defined as the formal education process of delivering instruction so that students physically remote from the campus of program origin and/or instructor may participate. Students who live a significant distance away from the main campus or have scheduling conflicts due to family or work obligations often find distance education as the best solution to educational advancement. The NMSU Office of Distance Education is here to serve these students.

Distance Education Delivery

Distance education undergraduate degree programs at NMSU are delivered using both technology and face-to-face instruction at off-site locations such as NMSU branch campuses. Degrees are listed below according to their primary delivery method. For complete information, please visit the Office of Distance Education web site at <http://distance.nmsu.edu/>.

Bachelor's Degree Completion Programs

All undergraduate degree programs offered through NMSU Distance Education are Bachelor degree completion programs. These programs require that students have all lower-division (100 and 200 level) credits completed before admittance into the program. DE Bachelor degree completion programs normally require two years of 300 and 400 level upper-division coursework to finish.

Technology-Based Programs

Distance education programs listed under this category are delivered primarily using distance learning technologies. In some cases, programs may require brief residencies on the main campus for orientations, assessment, etc. Technologies used to deliver distance education at NMSU include:

- WebCT (Web Course Tools): Enables an instructor to integrate the Internet into delivery of a course.
- Centra: A synchronous web delivery solution for conducting virtual or "live" classroom events through the Web.
- NMSU Media Services: Provides course delivery through cable television, satellite, teleconferencing, and more.

Courses may use a "blended approach" to instruction integrating two or more types of technologies above to promote engaging and effective learning.

Bachelor's Degree Completion Programs

- Bachelor of Arts (BA) in Sociology
- Bachelor of Business Administration (BBA)
- Bachelor of Human and Community Services (BHCS)
- Bachelor of Information and Communication Technology
- Bachelor of Science in Hotel, Restaurant, and Tourism Management

Off-Site/Extension Programs

Distance education programs listed under this category are delivered primarily face-to-face at off-site/extension locations. Often, these courses will enhance instruction and learning with technology. Programs are located at NMSU two-year and Albuquerque Center campuses, as well as other locations throughout the state. The degree completion programs below are available at one or more off-site/extension locations.

Bachelor's Degree Completion Programs

- Bachelor of Science (BS) in Elementary Education
- Bachelor of Science in Nursing (BSN)

Outcomes Assessment

As part of its continuing effort to maintain quality academic programs and to provide strong support services, NMSU routinely conducts outcomes assessment activities. Students may be required to participate in one or more of these activities (for example: capstone courses or exams, exit interviews, and standardized tests). The data resulting from these assessments will be published only in aggregate form.

Parking Office

Individuals may obtain an NMSU parking permit from the Parking Office.

All students, faculty, staff, NMSU retirees, and commercial vendors who park in restricted areas on campus or on campus streets must obtain and display an NMSU parking permit or pay at a parking meter or park in one of the free parking lots/areas. The individual in whose name a permit is issued or who owns the vehicle(s) will be responsible for any violations of the Parking and Traffic Regulations. Additionally, all motor vehicle statutes of the State of New Mexico apply.

Parking permits are required 24 hours a day. After 4:30 p.m., any permit may be used to park in the faculty/staff and commuter student parking lots. All zones (e.g., disabled, service, emergency/fire, no parking, postal parking, etc.) and signed areas are enforced 24 hours a day.

For more details, visit the Parking Office located at 725 College Drive, call (505) 646-1839, or email parking@nmsu.edu.

Placement and Career Services

The mission of Placement and Career Services is to offer programs, services, and resources that will contribute to students' life-long career-planning efforts. Staff members work closely with deans, department heads, faculty, and employers to assist students and alumni in developing suitable career opportunities based on their education, experiences, and interests. Additionally, Placement and Career Services arranges interviews between prospective employers and graduating students and alumni. The staff advises students on the career-planning process and successful job-search strate-

gies. Current information on employment trends and a comprehensive library of career literature help students make informed decisions.

Excellent experiential opportunities, through the following programs, contribute to forming students' career goals, to developing a positive work ethic, and to providing financial support:

On-Campus Employment—Regardless of financial need, any currently enrolled, full-time student in good standing may apply for a part-time job with an employer in the academic community. Many jobs are preprofessional in nature and offer academically related experience.

Off-Campus Employment—Part- and full-time jobs in Las Cruces, as well as White Sands Missile Range, and the NASA Johnson Space Center, requiring general or very specific qualifications, are listed and referrals are made for students and their spouses.

Internships—Information is available on internship opportunities offered by government, nonprofit organizations, and business/industry. During the summer months and throughout the academic year, interns may arrange for academic credit for internships.

For comprehensive information on all programs and services offered by Placement and Career Services, please visit www.nmsu.edu/pment or send email to pment@nmsu.edu.

Services for Students with Disabilities

Services for Students with Disabilities (SSD) assists individuals with documented disabilities to obtain appropriate academic accommodations. Students with sensory, mobility, learning, or other recognized impairments are encouraged to apply for services through this office. Among services available are note taking, test accommodations, interpreters, and others. Students are encouraged to provide documentation and request services well in advance of the start of school to allow adequate time to make the needed arrangements. The university is committed to ensuring that the campus is accessible to all individuals. For more information, please come by our offices in Corbett Center 244 or call (505) 646-6840 (voice), (505) 646-1918 (TDD/text telephone).

Speech and Hearing Center

Combining instruction, practical experience, and service, the center provides training for students in communication disorders and provides service to the community. Students have opportunities to participate in diagnostic evaluations and to provide therapy in the areas of speech, language, and hearing for clients across the lifespan.

Referrals are accepted from all sources (self, medical, school, nonprofessionals). The Speech and Hearing Center is a fee-for-service clinic where university students receive a reduced rate. All services are supervised by professional personnel licensed in New Mexico and holding the Certificate of Clinical Competence in Speech-Language Pathology or Audiology of the American Speech-Language-Hearing Association. Services are provided in English and/or Spanish. For further information, contact Speech and Hearing Center, MSC 3SPE, New Mexico State University, P. O. Box 30001, Las Cruces, New Mexico 88003-8001, (505) 646-3906; (TDD)-(505) 646-4130).

Student Health Center

The university maintains a well-equipped health clinic on campus, including laboratory, pharmacy and x-ray services. Hospitalization and emergency care is available in the community.

The health fee is included in tuition for all full-time students. Part-time undergraduate students taking 6 credits or more per semester may pay the health fee during registration periods only. Graduate students should refer to the Graduate Catalog.

Part-time foreign students must pay the health fee for Student Health Center services.

Tuberculosis (TB) skin testing is required for all international students from high incidence areas admitted to NMSU. Payment of any costs related to compliance with this requirement remain the obligation of the student. Any newly admitted international student, whose country of origin is identified as a high incidence of tuberculosis, and who has not received a TB skin test, including the interpretation, will have his or her registration blocked for any subsequent enrollment period(s) until this requirement is completed. Additional information on policies surrounding the tuberculosis skin testing is available from the Student Health Center.

For more information on supplemental health insurance contact the SHC Insurance office at (505) 646-5706. Foreign students should contact International Programs at (505) 646-3199.

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. Program particulars may be viewed at 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. NMSU's web homepage is located at 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 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

Community Colleges

Many of the associate degrees offered on main campus, as well as other programs, are available at NMSU's four community college campuses. For more information on community college campus offerings, refer to the "Community Colleges" chapter in this catalog and to their respective catalogs or admissions offices.

GRADUATE PROGRAMS

For information on graduate programs, contact the Graduate School, MSC 3G, NMSU, P. O. Box 30001, Las Cruces, NM 88003-8001 or send email to gradinfo@nmsu.edu. Also, see <http://gradschool.nmsu.edu/gradcat.html>.

DEGREES, SPECIALIZATIONS/CONCENTRATIONS

Graduate degrees, specializations/concentrations, and the programs in which they are awarded are:

Master of Accountancy**Master of Agriculture**

Specialization/Concentration in:
Agribusiness

Master of Applied Geography**Master of Arts**

Agricultural and Extension Education
Anthropology
Art
Communication Studies
Counseling and Guidance
Economics
Education

Specialization/Concentration in:
Bilingual/Multicultural Special Education
Bilingual Speech-Language Pathology
Early Childhood Special Education
Educational Diagnostics
Special Education
Special Education Administration
Special Education/Deaf-Hard of Hearing
Speech-Language Pathology

Educational Administration

English

Government

History

Specialization/Concentration in:

Public History

Psychology

Sociology

Spanish

Master of Arts in Teaching**Master of Business Administration**

Specialization/Concentration in:

Agribusiness

Finance

Information Systems

International Business

Master of Criminal Justice**Master of Fine Arts****Master of Fine Arts in Creative Writing****Master of Music****Master of Public Administration****Master of Public Health****Master of Science**

Agricultural Biology

Agricultural Economics

Agronomy

Animal Science

Astronomy

Biology

Chemistry

Computer Science

Experimental Statistics

Family and Consumer Sciences

Geology

Horticulture

Mathematics

Molecular Biology

Physics

Range Science

Wildlife Science

Master of Science in

Chemical Engineering

Civil Engineering

Electrical Engineering

Environmental Engineering

Industrial Engineering

Mechanical Engineering

Master of Science in Nursing

Specialization/Concentration in:

Advanced Practice in Medical-Surgical Nursing

Advanced Practice in Psychiatric-Mental Health Nursing

Advanced Practice in Community Health Nursing

Master of Social Work**Specialist in Education**

Curriculum and Instruction

Specialization/Concentration in:

Educational Diagnostics

Special Education Administration

Special Education/Deaf-Hard of Hearing

Special Education

School Psychology

Doctor of Education

Curriculum and Instruction

Specialization/Concentration in:

Bilingual/Multicultural Special Education

Special Education

Educational Administration

Doctor of Philosophy

Agronomy

Animal Science

Astronomy

Biology

Business Administration

Chemistry

Computer Science

Counseling Psychology

Curriculum and Instruction

Specialization/Concentration in:

Bilingual/Multicultural Special Education

Special Education

Educational Administration

Engineering

Specialization/Concentration in:

Chemical Engineering

Civil Engineering

Electrical Engineering

Industrial Engineering

Mechanical Engineering

Mathematics

Molecular Biology

Physics

Psychology

Range Science

Rhetoric and Professional Communication

JOINT DEGREES

Master of Criminal Justice and Master of Public Administration

Bachelor of Science in Engineering and Master of Business Administration

Bachelor of Accountancy and Master of Accountancy

RECOGNITION of ACADEMIC ACHIEVEMENT

NMSU has a number of university-wide programs that recognize academic achievement. These include the Honors College, the Crimson Scholars Program, the Centennial Scholars Program, dean's report of academic achievement, and graduation with honors. In addition, many colleges and departments have their own programs and awards that recognize academic achievement in their students.

The Honors College

The Honors College provides motivated undergraduate students with opportunities to broaden and enrich their academic programs. In small classes taught by master teachers, honors students engage in lively discussion and collaborative investigation of interdisciplinary topics. By taking honors courses, students may also work toward completing general education requirements and disciplinary requirements in the major. There are two program options available to students: University Honors and the Honors Certificate. Each option has separate eligibility requirements, benefits, and forms of recognition for the student. For details concerning eligibility and requirements, see the Honors College section of the catalog.

Crimson Scholars Program

Crimson Scholars is a recognition program for academically superior students. Crimson Scholars receive a number of benefits, including:

- Automatic eligibility for all Honors courses
- Early registration
- Special advising
- Notation on college transcript
- Recognition in the commencement program
- A lapel pin

For eligibility criteria, see the Honors College section of the catalog.

Centennial Scholars Program

Centennial Scholars is a recognition program for academically superior part-time students. Centennial Scholars receive a number of benefits, including:

- Automatic eligibility for all Honors courses
- Early registration
- Special advising
- Notation on college transcript
- Recognition in the commencement program
- A lapel pin

For eligibility criteria, see the Honors College section of the catalog.

NOTE: Crimson and Centennial Scholars status are not interchangeable.

Requirements for a status change are available from the Crimson/Centennial Scholars Office.

Dean's Report of Academic Achievement

Following the close of the semester, each college dean publishes a list of students who have achieved honor standing in grades for the previous semester. To be eligible, a student must have been enrolled in 12 or more semester credits with a computable grade in each. The top 15 percent of eligible students by college for that semester will be named to the Dean's Honor List.

Graduation with Honors

To be eligible for four-year degrees with honors, a student must have earned at least 60 semester credits in computable grades while in residence at New Mexico State. (Courses taken in the Honors College and graded S will be counted as a part of the minimum of 60 credits.) The number of students at graduation, by college, receiving degrees with honors in any one year shall not exceed 15 percent; the number receiving high honors shall not exceed 1.5 percent, and the number receiving highest honors shall not exceed one person from each college except in a tie. Of the twelve students receiving highest honors (from the fall and spring commencements), the one with the highest grade-point average and the greatest number of credits earned at NMSU with computable grades will be awarded the Class of 1919 Scholarship Plaque.

SPECIAL PROGRAMS

Preprofessional Programs

NMSU offers a number of programs designed for transfer to professional schools through its undergraduate colleges. The programs follow.

Preveterinary Medicine is administered by the College of Agriculture and Home Economics.

Prehealth is administered by the College of Arts and Sciences (with the exception of Nursing.)

Prelaw is administered by the College of Business and by the College of Arts and Sciences. Law schools will accept undergraduates who have earned bachelor's degrees in any major. Many prelaw students take some law courses in their undergraduate program. The College of Arts and Sciences supervises a Supplementary Major in Law and Society, which includes courses from a number of departments and several colleges. It is described under "Government" in the Arts and Sciences chapter. The College of Business offers a number of Business Law courses which can be found under the prefix BLAW in the course description chapter later in this catalog.

Further information will be found in the sections of this catalog devoted to the colleges. (See also the paragraph on Western Interstate Commission for Higher Education under "Academic Services.")

Reserve Officers' Training Corps (ROTC)

The Reserve Officers' Training Corps is a commissioning program designed to attract, motivate, and train qualified students for military service as officers. The ROTC program is represented on the NMSU campus by the Department of Military Science (U.S. Army) and the Department of Aerospace Studies (U.S. Air Force).

Curricula in the Departments of Military Science and Aerospace Studies are divided into basic and advanced courses of two years each. Enrollment in the basic course is voluntary and involves no obligation. Participation in the advanced course is on a contractual basis and leads to military service as a commissioned officer. Elective academic credit is granted by the university for ROTC classes.

Students with prior military service or Junior ROTC experience may receive credit, although not academic credit, for all or portions of the basic course.

All qualified cadets enrolled in ROTC receive a stipend that varies dependent upon the year the cadet is in the program. Additionally, scholarships, which pay full college tuition as well as various laboratory, textbook, and incidental fees, are available on a competitive basis.

Consult the departmental section of this catalog for more detailed information on the ROTC programs offered by the Departments of Military Science and Aerospace Studies. Additional information may be obtained by contacting the departments directly at (505) 646-4030 (Army) and (505) 646-2136 (Airforce).

REQUIRED COURSES

GENERAL EDUCATION

General education attempts to foster intelligent inquiry, abstract logical thinking, critical analysis and the integration and synthesis of knowledge; it strives for literacy in writing, reading, speaking, and listening; it teaches mathematical structures, acquainting students with precise abstract thought about numbers and space; it encourages an understanding of science and scientific inquiry; it provides a historical consciousness, including an understanding of one's own heritage as well as respect for other peoples and cultures; it includes an examination of values and stresses the importance of a carefully considered values system; it fosters an appreciation of the arts; and general education provides the breadth necessary to have a familiarity with the various branches of human understanding.

The New Mexico General Education Common Core

The New Mexico General Education Common Core are designated general education courses guaranteed to transfer to any New Mexico public college or university (see information under "Admissions.") Designated courses include a prefix that identifies the subject area and a "common course number" that serves as a single reference point for courses taught throughout the state that share substantially equivalent content. A complete list of approved courses can be found on the New Mexico Higher Education Department web site at www.hed.state.nm.us/colleges/matrix.asp. Approved NMSU courses are listed below under each of the five general education areas, with their equivalent New Mexico Common Course prefix and number in parenthesis where applicable.

THE NEW MEXICO GENERAL EDUCATION COMMON CORE

Area I: Communications (Select 9 credits)

ENGL 111G (ENGL 1114), Rhetoric and Composition	4
ENGL 203G, Business and Professional Communication.....	3
ENGL 211G, Writing in the Humanities and Social Sciences.....	3
ENGL 218G (ENGL 2113), Technical and Scientific Communication.....	3
ENGL 311G, Advanced Composition.....	3
ENGL 318G, Advanced Technical and Professional Communication	3
COMM 253G (ENGL 1113), Public Speaking	3
COMM 265G (ENGL 1213), Principles of Human Communication	3

Area II: Mathematics (Select 3 credits)

MATH 121, (MATH 1113), College Algebra	3
MATH 142G, Calculus for the Biological and Management Sciences I.....	3
MATH 210G, Math Appreciation	3

Area III: Science, with Laboratory (Select 8 credits)

BIOL 110G, Contemporary Problems in Biology	4
BIOL 111G/111L (BIOL 1111/1113), Natural History of Life	4
BIOL 211G/211L (BIOL 1211/1213), Cellular and Organismal Biology	4
CHEM 110G (CHEM 1114), Principles and Applications of Chemistry	4
PHYS 110G, Great Ideas of Physics	4
GEOL 111G (GEOL 1114), Survey of Geology.....	4
ASTR 110G (ASTR 1114), Introduction to Astronomy	4
ASTR 105G, The Planets	4

Area IV: Social/Behavioral Sciences (Select 6-9 credits)

ECON 251G (ECON 2113), Principles of Macroeconomics	3
ECON 252G (ECON 2123), Principles of Microeconomics.....	3
GOVT 110G (POLS 1113), Introduction to Political Sciences.....	3
PSY 201G (PSY 1113), Introduction to Psychology.....	3
SOC 101G (SOC 1113), Introduction to Sociology.....	3
ANTH 120G, Human Ancestors	3
ANTH 125G (ANTH 2113), Introductions to World Cultures.....	3
ANTH 201G (ANTH 1113), Introduction to Anthropology.....	3

Area V: Humanities and Fine Arts (Select 6-9 credits)

HIST 101G (HIST 1053), Roots of Modern Europe	3
HIST 102G (HIST 1063), Modern Europe.....	3
HIST 201G (HIST 1113), Introduction to Early American History.....	3
HIST 202G (HIST 1123), Introduction to Recent American History.....	3
PHIL 101G, The Art of Wondering	3

PHIL 201G (PHIL 1113), Introduction to Philosophy	3
ART 101G (ARTS 1113), Orientation in Art.....	3
MUS 101G (MUSI 1013), Introduction to Music.....	3
THTR 101G (THTR 1013), Introduction to Theater.....	3
any 100-200 level literature course.....	3

NMSU General Education Courses

The courses listed below meet the general education requirements at NMSU as applicable to the New Mexico General Education Common Core. Most of the lower division courses listed here are currently pending before the state Higher Education Department for approval as designated New Mexico General Education Common Core. Students who wish to transfer to another institution should consult an advisor concerning course selections to meet state requirements.

NOTE: This list is under continuous revision. Please check with the office of the college associate dean for additional eligible courses. Also, some departments may require specific courses under some or all general education categories. Students should check with college advisors.

NMSU GENERAL EDUCATION COURSES

• DEVELOPING CRITICAL THINKING AND MODES OF EXPRESSION

ENGLISH COMPOSITION*

One of the following in freshman year:

ENGL 111G, Rhetoric and Composition.....	4
SPCD 111G, Advanced ESL Composition	4

One of the following:

ENGL 203G, Business and Professional Communication.....	3
ENGL 211G, Writing in the Humanities and Social Sciences.....	3
ENGL 218G, Technical and Scientific Communication.....	3
ENGL 311G, Advanced Composition.....	3
ENGL 318G, Advanced Technical and Professional Communication	3

MATHEMATICS*

MATH 112G, Fundamentals of Elementary Mathematics II (MATH 111 prerequisite).....	3
MATH 142G, Calculus for Biological and Management Sciences I.....	3
MATH 210G, Mathematics Appreciation.....	3
MATH/HON 275G, Spirit and Evolution of Mathematics.....	3

*Basic skills requirements are still in effect. See Basic Academic Skills.

• CRITICAL THINKING/ANALYSIS

Oral Communication

AXED 201G, Effective Leadership and Communication in Agricultural Organizations	3
COMM 253G, Public Speaking	3
COMM 265G, Principles of Human Communication.....	3

Philosophy

PHIL 101G, The Art of Wondering	3
PHIL 201G, Introduction to Philosophy.....	3
PHIL 211G, Informal Logic	3

Computer Science

AG E 250G, Life with Microcomputers.....	3
BCS 110G, Introduction to Computerized Information Systems.....	3
C S 110G, Computer Literacy	3
(Alternatives for Computer Science category: E T 262, Software Technology I, 3; M E 260, Mechanical Engineering Problem Solving, 3; C E/A EN/ G-EN 151, Introduction to Civil/Agri/Geol Engineering, 3; E E 161, Computer Aided Problem Solving, 4; I E 151, Computational Methods in Industrial Engineering, 3; CH E 111, Introduction to Computer Calculations in Chemical Engineering, 3)	
LIB 111G, Introduction to Information Literacy in an Electronic Environment... 3	

Statistics

E ST 311G, Statistical Applications	3
I E 310G, Continuous Quality Improvement.....	3

• ESTABLISHING A COMMON BACKGROUND

HISTORICAL PERSPECTIVES

HIST 101G, Roots of Modern Europe.....	3
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HIST 102G, Modern Europe.....	3
HIST 201G, Introduction to Early American History.....	3
HIST 202G, Introduction to Recent American History.....	3
HIST 211G, East Asia to 1600.....	3
HIST 212G, East Asia since 1600.....	3
HIST 221G, Introduction to Islamic Civilization.....	3

BASIC NATURAL SCIENCES (with lab)

AGRO/HORT 100G, Introductory Plant Science.....	4
ASTR 105G, The Planets.....	4
ASTR 110G, Introduction to Astronomy.....	4
BIOL 101G/L, Human Biology.....	3/1
BIOL 110G, Contemporary Problems in Biology.....	4
(branch campuses only)	
BIOL 111G/L, Natural History of Life.....	3/1
BIOL 211G/L, Cellular and Organismal Biology.....	3/1
CHEM 110G, Principles and Applications of Chemistry.....	4
(Alternatives for CHEM 110G: CHEM 111/112, General Chemistry I/II, 4/4 ; CHEM 114, General Chemistry for Engineers, 5 (4+3P); CHEM 115/116, Principles of Chemistry I/II, 4/4)	
EPWS 213G, Experimental Approach to the Scientific Method.....	4
E S 110G, Introductory Environmental Science.....	4
GEOG 111G, Geography of the Natural Environment.....	4
GEOL 111G, Survey of Geology.....	4
HORT/AGRO 100G, Introductory Plant Science.....	4
NSC 121G, Integrated Natural Sciences I.....	4
PHYS 110G, The Great Ideas of Physics.....	4
(Alternatives for PHYS 110G: PHYS 215/216, Engineering Physics I/II, 3/3, and PHYS 215L or 216L, 1)	
PHYS 120G, Introduction to Acoustics.....	4

• HUMAN THOUGHT AND BEHAVIOR

ANTH 120G, Human Ancestors.....	3
ANTH 125G, Introduction to World Cultures.....	3
ANTH 201G, Introduction to Anthropology.....	3
ANTH 202G, Introduction to Archaeology and Physical Anthropology.....	3
ANTH 203G, Introduction to Language and Cultural Anthropology.....	3
C EP 110G, Human Growth and Behavior.....	3
HL S/PE P 286G, Wellness and Lifestyle Choices.....	3
LING 200G, Introduction to Language.....	3
PE P/HL S 286G, Wellness and Lifestyle Choices.....	3
PHIL 136G, The Quest for God.....	3
PHIL 223G, Ethics.....	3
PHIL 240G, Ethics for Engineering and Scientific Careers.....	3
PSY 201G, Introduction to Psychology.....	3
W S 202G, Representing Women.....	3

• SOCIAL ANALYSIS

AG E/HNFS 210G, Survey of Food and Agricultural Issues.....	3
ECON 201G, Introduction to Economics.....	3
ECON 251G, Principles of Macroeconomics.....	3
ECON 252G, Principles of Microeconomics.....	3
GEOG 112G, World Regional Geography.....	3
GEOG 120G, Survey of Geography.....	3
GOVT 100G, American National Government.....	3
GOVT 110G, Introduction to Political Science.....	3
GOVT 150G, American Political Issues.....	3
GOVT 160G, International Political Issues.....	3
HNFS/AG E 210G, Survey of Food and Agricultural Issues.....	3
JOUR 105G, Introduction to Mass Communications.....	3
MGT 201G, Introduction to Management.....	3
SOC 101G, Introductory Sociology.....	3
SOC 201G, Contemporary Social Problems.....	3
S WK 221G, Introduction to Social Welfare.....	3
W S 201G, Introduction to Women's Studies.....	3

• LITERATURE OR FINE ARTS**Literature**

ENGL 115G, Perspectives on Literature.....	3
ENGL 116G, Perspectives on Film.....	3
ENGL 220G, Introduction to Creative Writing.....	3
ENGL 244G, Literature and Culture.....	3

Fine Arts

ART 101G, Orientation in Art.....	3
ART 110G, Visual Concepts.....	3
MUS 101G, An Introduction to Music.....	3
MUS 201G, History of Jazz in Popular Music: A Blending of Cultures.....	3
THTR 101G, Introduction to Theatre.....	3

NMSU GENERAL EDUCATION HONORS COURSES**• DEVELOPING CRITICAL THINKING AND MODES OF EXPRESSION****ENGLISH COMPOSITION***

in the freshman year:

ENGL 111H, Rhetoric and Composition—Honors.....	4
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MATHEMATICS*

HON 210G, The Accidental Mathematician.....	3
HON 283G, From Counting to Coding.....	3
HON/MATH 275G, Spirit and Evolution of Mathematics.....	3

*Basic skills requirements are still in effect. See Basic Academic Skills.

• CRITICAL THINKING/ANALYSIS**Oral Communication**

HON 265G, Principles of Human Communication—Honors.....	3
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Philosophy

HON 225G, History of Ethics.....	3
HON 226G, Puzzles, Paradoxes, and Truth.....	3
HON 227G, Plato and the Discovery of Philosophy.....	3
HON 228G, Religion and the State.....	3

Computer Science

HON 111G, Computers and the Information Society.....	3
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• ESTABLISHING A COMMON BACKGROUND**HISTORICAL PERSPECTIVES**

HON 221G, Seeking the Way: Spirit and Intellect in Premodern China.....	3
HON 222G, Foundations of Western Culture.....	3
HON 224G, God and Nature.....	3
HON 241G, Telling American Stories: Society and Culture in Early America.....	3
HON 242G, Claiming an American Past.....	3

BASIC NATURAL SCIENCES (with lab)

HON 205G, Life, Energy, and Evolution.....	4
HON 219G, Earth, Time and Life.....	4
HON 240G, The Essentials of Relativity.....	4
HON 245G, Chemistry, Experiments, Laws, and Theories.....	4

HUMAN THOUGHT AND BEHAVIOR

HON 200G, Cognitive Science.....	3
HON 203G, Understanding the Science of Human Behavior.....	3
HON 223G, Evolution of Human Sexuality.....	3
HON 232G, The Human Mind.....	3
HON 235G, The World of Anthropology.....	3
HON 237G, Archaeology: Search for the Past.....	3

SOCIAL ANALYSIS

HON 233G, Social Problems.....	3
HON 248G, The Citizen and the State: Great Political Issues.....	3
HON 249G, American Politics in a Changing World.....	3

• LITERATURE OR FINE ARTS**Literature**

HON 220G, The World of the Renaissance: Discovering the Modern.....	3
HON 229G, The New Testament as Literature.....	3
HON 230G, Bamboo and Silk: The Fabric of Chinese Literature.....	3
HON 231G, Literary Traditions: The Picaresque Novel.....	3
HON 234G, The Worlds of Arthur.....	3
HON 239G, Medieval Understandings: Literature and Culture in the Middle Ages.....	3
HON 244G, Masterpieces of World Literature.....	3

Fine Arts

HON 208G, Music in Time and Space.....	3
HON 216G, Encounters with Art.....	3

HON 270G, The World of Theatre..... 3

Alternatives for Meeting General Education Requirements

1. Students taking nine or more credits in a specific subject area, even though the courses are not designated as General Education courses, will have met the general education requirements for that subject area. For example, a student may complete ART 150, 155 and 156 (9 hours) and thereby satisfy one course from the Area V: Humanities and Fine Arts category, even though none of those courses carries a G suffix. For the Viewing a Wider World requirement, the 9 credit hours must be in 300- to 400-level courses in one prefix area. For example, 9 upper-division ECON credits would fulfill one VWWW area for students majoring in colleges other than Business.

2. Students who wish to be given credit for a general education course without enrolling in it may request to challenge it.

3. Students who have successfully completed Advanced Placement or CLEP requirements in areas appropriate to general education may be exempt from certain general education requirements, upon approval by the dean of the student's college.

VIEWING A WIDER WORLD

Prior to graduating NMSU students are required to take, preferably during their junior or senior year, 6 credits of Viewing a Wider World from two colleges other than their own. These upper-division courses strongly emphasize the international character and multicultural influences in the fields of study and strengthen information retrieval skills by including an assignment which requires the students to do a detailed literature search involving the use of library facilities.

NOTE: This list is under continuous revision. Please check with the office of the college associate dean or with college advisors for additional eligible courses.

COLLEGE OF AGRICULTURE AND HOME ECONOMICS

AG E/GEOG 315G, World Agriculture and Food Problems..... 3
 AG E/HORT 330G, Organic Fall Vegetable Production (f)..... 3
 AG E/HORT 331G, Organic Spring Vegetable Production (s)..... 3
 AG E/ECON 337G, Natural Resource Economics..... 3
 AG E 384G, Water Resource Economics..... 3
 AG E 445G, Agricultural Policy..... 3
 AGHE 380G, Ecosystem Earth: The Impact of Human Activities..... 3
 AGRO 303G, Genetics and Society..... 3
 ANSC 351G, Agricultural Animals of the World..... 3
 EPWS 325G, Humans, Insects, and the Environment..... 3
 FCS 449G, Family Ethnicities and Subcultures..... 3
 HORT/RGSC 302G, Forestry and Society..... 3
 RGSC/HORT 302G, Forestry and Society..... 3

COLLEGE OF ARTS AND SCIENCES

ANTH 305G, Contemporary Native Americans..... 3
 ANTH 306G, Peoples of Latin America..... 3
 ANTH/SOC 330G, Introduction to Religious Studies..... 3
 ANTH 357G, Medical Anthropology..... 3
 ANTH/SOC 361G, Social Issues in Rural America..... 3
 ASTR 301G, Revolutionary Ideas in Science..... 3
 ASTR 305G, The Search for Life in the Universe..... 3
 ASTR/HON 308G, Into the Final Frontier..... 3
 ASTR/HON 330G, Planetary Exploration..... 3
 BIOL 461G, Human Ecology..... 3
 CHEM 310G, Chemistry and Society..... 3
 C J 440G, Comparative Criminal Justice Systems..... 3
 ENGL/THTR 321G, Modern European Drama..... 3
 ENGL 325G, Contemporary International Literature..... 3
 ENGL 327G, Shakespeare around the Globe..... 3
 ENGL 328G, Literature of Science Fiction and Fantasy..... 3
 ENGL 331G, World Folklore Traditions..... 3
 ENGL 335G, Studies in the Novel..... 3
 ENGL 338G, Latino Literature..... 3
 ENGL 339G, Chicano Literature..... 3
 ENGL 341G, American Indian Literature..... 3
 ENGL/W S 380G, Women Writers..... 3
 ENGL 390G, The Arthurian Tradition..... 3
 ENGL 392G, Mythology..... 3
 ENGL 394G, Southwestern Literature..... 3

FREN 365G, Perspectives in French Culture..... 3
 GEOG/AG E 315G, World Agriculture and Food Problems..... 3
 GEOG 325G, New Mexico and the American West..... 3
 GEOG 328G, Geography of Latin America..... 3
 GEOG 331G, Europe..... 3
 GEOG 361G, Economic Geography..... 3
 GEOG 363G, Cultural Geography..... 3
 GEOG 365G, Urban Geography..... 3
 GEOL 305G, Fossils and the Evolution of Life..... 3
 GER 333G, German Culture through Cinema..... 3
 GOVT 380G, Contemporary World Political Ideologies..... 3
 GPHY 340G, Planet Earth..... 3
 HIST 302G, Science in Modern Society..... 3
 HIST 303G, History of Technology..... 3
 HIST 381G, Early Russia..... 3
 HIST 382G, Modern Russia..... 3
 LING 302G, Language and Society..... 3
 MATH/HON 411G, Great Theorems: The Art of Mathematics..... 3
 PHIL 323G, Engineering Ethics..... 3
 PHYS 301G, Photonics..... 3
 PHYS 303G, Energy and Society in the New Millennium..... 3
 PSY 417G, Intercultural Relations..... 3
 SOC/ANTH 330G, Introduction to Religious Studies..... 3
 SOC 360G, Introduction to Population Studies..... 3
 SOC/ANTH 361G, Social Issues in Rural America..... 3
 SOC 374G, Comparative Family Systems..... 3
 SOC 376G, Social Change..... 3
 SPAN 364G, Culture and Civilization of Mexico..... 3
 SPAN 365G, Culture and Civilization of Spanish America..... 3
 THTR/ENGL 321G, Modern European Drama..... 3
 W S/ENGL 380G, Women Writers..... 3
 W S 381G/HL S 380G, Women's Health Issues..... 3

COLLEGE OF BUSINESS ADMINISTRATION AND ECONOMICS

ACCT 305G, Accountability for Quality in Organizations..... 3
 BLAW 385G, Consumers and the Law..... 3
 ECON 324G, Developing Nations..... 3
 ECON 325G, Economic Development of Latin America..... 3
 ECON 330G, The Business Economy of Mexico..... 3
 ECON/MGT 335G, Business and Government..... 3
 ECON 337G, Natural Resource Economics..... 3
 ECON 384G, Water Resource Economics..... 3
 ECON 432G, Economics of Health Care..... 3
 ECON 434G, Public Expenditures..... 3
 ECON/IB 450G, International Economics..... 3
 FIN 303G, Personal Financial Planning and Investing in a Global Economy..... 3
 I B/ECON 450G, International Economics..... 3
 MGT 310G, The Faces of Entrepreneurs..... 3
 MGT 315G, Human Relations in Organizations..... 3
 MGT/ECON 335G, Business and Government..... 3
 MGT 345G, Quality and Competitiveness: An International Perspective..... 3
 MGT 360G, Negotiation and Business Conflict Resolution..... 3
 MGT 375G, Global Environmental Assessment and Management..... 3
 MGT 388G, Leadership and Society..... 3

COLLEGE OF EDUCATION

C EP 451G, Introduction to Counseling..... 3
 EDUC 317G, Multicultural Issues in Society..... 3
 EMD 350G, Introduction to Educational Leadership in a Global Society..... 3

COLLEGE OF ENGINEERING

C E 355G, Technology and the Global Environment..... 3
 CH E 395G, Brewing Science and Society..... 3
 E T 309G, Manufacturing: History and Technology..... 3
 E T 360G, Technology in Business and Society..... 3

COLLEGE OF HEALTH AND SOCIAL SERVICES

HL S 301G, Human Sexuality..... 3
 HL S 380G, Women's Health Issues..... 3
 HL S 464G, Cross-Cultural Aspects of Health..... 3
 NURS 383G, Community and Public Service..... 3
 S WK 331G, Introduction to Social Policy: History..... 3

UNIVERSITY LIBRARY

L SC 311G, Information Literacy..... 3

VIEWING A WIDER WORLD HONORS COURSES**COLLEGE OF AGRICULTURE AND HOME ECONOMICS**

HON 305G, Global Environment..... 3
 HON 319G, The Natural World of Thomas Jefferson..... 3
 HON 320G, Food and Humanity: World in Crisis..... 3
 HON 321G, Agriculture in an Urban World..... 3
 HON 322G, Science and Public Policy..... 3
 HON 323G, Cultural Perspectives on Dress..... 3

COLLEGE OF ARTS AND SCIENCES

HON 301G, Mass Media and Society..... 3
 HON 304G, Dilemmas of War and Peace..... 3
 HON 306G, Science and Ethics..... 3
 HON 307G, The Political World of Women..... 3
 HON 308G, Into the Final Frontier..... 3
 HON 311G, Intercultural Communication..... 3
 HON 317G, Cultural Lessons of Nazism..... 3
 HON 318G, The World of Cinema..... 3
 HON 325G, Contemporary International Literature..... 3
 HON 326G, Art and Mythology..... 3
 HON 327G, The Novel..... 3
 HON 330G, Planetary Exploration..... 3
 HON 331G, Using a Telescope: Observation, Technology, and Analysis in
 Astronomical Research..... 3
 HON 333G, The American Circus..... 3
 HON 344G, Art, Landscape, and Environment..... 3
 HON 348G, Comparative Mythology: Myth, Ritual and the Life Cycle..... 3
 HON 350G, Law, Culture, and Conflict..... 3
 HON 351G, Interpersonal Relations and the Self..... 3
 HON 352G, Crime, Justice, and Society..... 3
 HON 353G, Justice without Prejudice..... 3
 HON 355G, Sexuality in Christianity and Islam..... 3
 HON 364G, Jewish Literature and Culture..... 3
 HON 365G, Contemporary African and Caribbean Fiction..... 3
 HON 366G, The Gothic Imagination..... 3
 HON 369G, The Literary and Cultural Heritage of Icelandic Literature and
 Norse Mythology..... 3
 HON 376G, Latin American Women Writers..... 3
 HON 377G, Freedom of Speech and the Law..... 3
 HON 379G, Literature as Film..... 3
 HON 382G, Contemporary Multicultural Women's Literature..... 3
 HON 383G, The Sixties: Society, Culture, and Change..... 3
 HON 387G, Comparative Perspectives on Women..... 3
 HON 392G, Vietnam: America's Longest War..... 3
 HON 394G, Southwestern and Border Literature..... 3
 HON 411G, Great Theorems: The Art of Mathematics..... 3

COLLEGE OF BUSINESS ADMINISTRATION AND ECONOMICS

HON 335G, Legal Issues in Modern Society..... 3
 HON 360G, Working in Teams..... 3
 HON 380G, Comparative Economic Systems..... 3
 HON 385G, Consumers and the Law..... 3
 HON 386G, Women in the Economy..... 3
 HON 388G, Leadership and Society..... 3
 HON 390G, Economic Development of Latin America..... 3

COLLEGE OF EDUCATION

HON 345G, Literacy: The Word and the World..... 3
 HON 346G, Perspectives on Violence..... 3
 HON 347G, World Dance..... 3

COLLEGE OF ENGINEERING

HON 370G, Design: The Creative Act..... 3
 HON 378G, Technology and Policy..... 3

COLLEGE OF HEALTH AND SOCIAL SERVICES

HON 393G/NURS 383G, Community and Public Service..... 3

REGULATIONS

These regulations apply to all campuses of NMSU and are effective with the publication of this catalog. Tuition amounts, fees, and similar items subject to annual review and change are all effective with the current catalog.

University Credits

The unit of university credit is the semester hour, which is the equivalent of one hour's recitation or a minimum of two hours of practice per week for one semester.

Class Rank (Classification)

A student's classification depends upon the number of credits completed toward graduation. Sophomore rank is achieved with successful completion of 28 credits; junior rank, 62 credits; senior rank, 94 credits.

Class Load

The normal load in a regular semester is 16-18 credits in all colleges of the university. An overload is more than 18 credits. A normal load in summer school is the same number of credits as there are weeks in the session. Written permission for the student to register for an overload must be obtained from the dean of the student's college. To be eligible to take an overload, the student must have a cumulative grade-point average for the two preceding semesters of 2.5, with no grade less than C. A one-credit course in physical activity may be taken without being included in the calculation for determining an overload. No freshman will be permitted to assume an overload. Students may enroll for correspondence or extension courses only upon approval of the dean of their college. Such courses must be counted as part of a student's class load. No more than 30 credits in extension and correspondence courses will be accepted toward graduation.

Basic Academic Skills

NMSU requires all students to demonstrate basic academic skills in both English and mathematics to ensure that they have the abilities to succeed in upper-division courses numbered 300 or higher. First-time students must meet both of these requirements before enrolling in any upper-division courses. Transfer students with 45 or more credits will be allowed to enroll in upper-division courses for one semester. After that point, they must meet both of these requirements before enrolling in upper-division courses. The options for satisfying basic skills in English and mathematics are listed below.

Completion of basic skills requirements will not necessarily satisfy university general education requirements in English and mathematics. Students should consult the "Required Courses" section in this chapter for these requirements.

English Basic Skill Requirement Options

- **30 ACT English Score.** Students may satisfy basic skills requirements in English by scoring 30 or higher on ACT English exams. However, students must still earn credit for ENGL 111G by one of these options:
 - **ENGL 111G or ENGL 111H.** Students may satisfy English basic skills by passing ENGL 111G or ENGL 111H with a grade of C or higher.
 - **CLEP Credit.** Students may earn credit for ENGL 111G or ENGL 111H by taking the College Level Examination Program subject exam in freshman college composition with a score of 57 (top quartile) or higher. See "Credit by College Level Placement Examination" later in this chapter for details.
 - **Advanced Placement Credit.** Students may receive advanced placement credit for ENGL 111G or ENGL 111H by scoring 3, 4, or 5 on the English Advanced Placement Exam. See "Advanced Placement" later in this chapter for details.
 - **Transfer Credits.** Students may receive credit for ENGL 111G by transferring 3 or more credits of college-level English composition, with a grade of C or above from another accredited institution. International students may be required to satisfy the requirements under "SPCD 111G" below.
 - **Transfer Credits. Nonaccredited Institutions.** Students may receive credit for ENGL 111G by transferring 3 or more credits of college-level English composition with a grade of C or higher from a nonaccredited institution, and by writing a theme which is judged adequate by the Department of English.
 - **SPCD 111G.** Foreign students who took the TOEFL examination must complete SPCD 111G with a satisfactory grade.
 - **Developmental Courses.** Students who score below 12 on the ACT English exam must pass two developmental English courses (CCDE 105N, CCDE 110N) before enrolling in ENGL 111G. Students who score 13 to 15 on the

ACT English exam must pass one developmental English course (CCDE 110N) before enrolling in ENGL 111G. Developmental courses are included on the transcript and will be included in the calculation of the GPA; however, credits in developmental courses will not count toward a degree

Mathematics Basic Skills Requirement Options

- **23 ACT Mathematics Score.** Students may satisfy basic skills requirements in mathematics by scoring 23 or higher on ACT mathematics exams. However, students must still fulfill the general education math requirement.
- **Coursework.** Students scoring below 23 on ACT mathematics exams may satisfy basic skills in mathematics by earning a grade of C or higher in one of the following courses or course combinations: (a) CCDM 112N and CCDM 113N; (b) CCDM 114N; (c) MATH 111 and MATH 112G; (d) any mathematics course numbered 120 or above. New students are placed in these courses according to their high school GPAs and their ACT scores in mathematics. However, new engineering students must take the mathematics placement exam (MPE), and any new student may choose take the MPE to test towards a higher placement. Placement does not earn academic credit, and placement in a mathematics course numbered 120 or higher does not satisfy the basic skills requirement.

- **Basic Skills Exam.** Students may take the Basic Skills Exam, which is offered twice a semester by the Department of Mathematical Sciences. A passing score will meet the basic skills requirement, although it will not appear as credit on the student’s transcript.

- **Advanced Placement Credit.** Students may receive credit for courses which may satisfy basic skills in mathematics by taking the math Advanced Placement Exam. See “Advanced Placement” later in this chapter for details.

- **Developmental Courses.** Students who score 15 or below on the ACT mathematics exam must pass two developmental mathematics courses, CCDM 103N and CCDM 114N, to qualify to enter university-level mathematics courses. Students who score 16 on the ACT mathematics exam must pass CCDM 114N to qualify to enter university-level mathematics courses. Students who score 17 or higher on the ACT mathematics exam, but whose mathematics placement exam scores do not qualify them to enter university-level mathematics courses, will be placed in the appropriated CCDM course, and must pass the CCDM course or courses before enrolling in university-level mathematics courses. Developmental courses are included on the transcript and will be included in the calculation of the GPA; however, credits in developmental courses will not count toward a degree.

Satisfactory Progress

A full-time student is making satisfactory progress when the cumulative number of credits earned at NMSU, divided by the number of semesters attended at NMSU, equals at least 12. Part-time students must earn a proportional number of credits in the same time period for purposes of financial aid. In the case of new freshmen, this definition will not be applied until the beginning of the third semester of enrollment; however, for all other students, it will apply after one semester of enrollment. All students at the end of their second academic year must have a cumulative 2.0 GPA.

University Grading System

Grade reports are not automatically mailed to students. Students can access grades and credits by the web using their PIN. Once accessed, grade reports can be ordered and will be mailed to the student’s grade address on file. It is the responsibility of the student to provide updated grade addresses to the Office of the Registrar. At the request of the student, the instructor will provide information on progress in the course prior to the last day to drop a course.

The NMSU system of grading is expressed in letters, which carry grade points used in calculating the cumulative grade-point average:

Letter grade	Grade points per unit of credit
A — For excellent work.....	4
B — For better than average work.....	3
C — For average work.....	2
D — For below average work.....	1
F — For failing work.....	0
W — Withdrawal.....	0
N — Grade not submitted.....	0
CR — Credit authorized, but not letter grade.....	0
RR — Progress in undergraduate course.....	0
PR — Progress on graduate thesis.....	0
S* — Satisfactory work.....	0

U — Unsatisfactory work.....	0
I — Incomplete.....	0
AU — Audit.....	0

*An S grade is a grade satisfactory to the professor and is normally equivalent to the letter grade of C or higher.

In computing the overall grade-point average, the total credits in which grades of A, B, C, D, or F have been assigned is divided into the total number of grade points earned.

A course for which only CR, but no letter grade, is given and a course in which an S or PR grade is earned may be counted toward graduation but is not computed in the grade-point average.

Prerequisite

A prerequisite is an enforceable entry requirement for a particular course.

Repeating Courses

(Note: this policy was under revision at the time of publication. Please check with the college associate dean, advisor, or Office of the Registrar for more information.)

If a student’s transcript shows two or more registrations in a course with grades of D, F, U, or W, a further registration for this course requires the prior approval of the student’s academic dean. Approval will be granted under special circumstances.

A student may repeat a course numbered below 300 in which a D or F grade has been earned at this university. A computable grade (excluding I, W, RR, AU, CR, S, or U) in a repeated course may be substituted in the calculation of the grade-point average, though the original grade also remains on the transcript. All grades in repeated courses, except the first grade earned, are counted in the grade-point average. If a student repeats a course eligible for grade substitution in which they have earned a D and then fails the course, the second grade of F is substituted for the original grade. If this is done, the student loses both credit and grade points earned by the original D. However, the dean may waive the course if required for graduation. A course numbered 300 or above in which a D or F grade has been earned may be retaken. All grades earned for the course will be included in the cumulative grade-point average but credit may only be earned once. A maximum of 30 credits of grade substitution is permitted overall.

Neither credits nor grade points may be earned by repeating a course for which a grade of C or higher has already been received. A course taken prior to the time the student received a baccalaureate degree at NMSU cannot be repeated after the degree has been awarded.

Repeat Option

A student must make a special request for the repeat option to substitute grades for repeated courses numbered below 300 in which a D or F grade was earned between September 1960 and February 1967 and for courses below 300 in which an F or WF grade was earned between September 1958 and February 1967. Repeat option applies only to eligible courses that were completed prior to the time a student was awarded a baccalaureate degree at NMSU.

Incomplete Grade

The grade of I (incomplete) is given for passable work that could not be completed due to circumstances beyond the student’s control. The following regulations apply to removing or changing an I grade.

- 1) Instructors may assign I grades only if the student is unable to complete the course due to circumstances beyond the student’s control that develop after the last day to withdraw from the course. Examples of appropriate circumstances include documented illness, documented death or crisis in the student’s immediate family, and similar circumstances. Job related circumstances are generally not appropriate grounds for assigning an I grade. In no case is an I grade to be used to avoid the assigning of D, F, U, or RR grades for marginal or failing work.
- 2) To assign an I grade, the instructor must complete the I Grade Information Form and have the form delivered to the course dean, together with the instructor’s grade sheets for the semester. The instructor will state in writing on the I Grade Information Form the steps necessary to complete the remaining course work or the instructor may indicate that the student will be required to re-enroll in the course to receive credit (in which case the I grade will not be removed). The student will sign this document or the course dean will send a copy of the document to the student’s official permanent address as recorded in the Registrar’s Office.

- 3) The student is entitled to have the *I* grade removed from the student's transcript only if the student completes the remaining course work as specified on the *I* Grade Information Form, in a manner satisfactory to the instructor. The work must be completed within 12 months after the *I* grade is assigned and prior to the student's graduation, or within a shorter period of time if specified by the instructor on the *I* Grade Information Form. If the student fails to complete the course work, the instructor may change the *I* grade to any appropriate grade (including *D*, *F*, or *U*) provided that the instructor stated that this would occur on the *I* Grade Information Form.
- 4) *I* grades can be removed from the student's transcript by the instructor only during the 12-month period following assignment of the *I* grade or prior to the student's graduation, whichever comes first. To remove an *I* grade, the instructor must complete a Change of Grade Form and file the form with the Registrar. The instructor may assign whatever grade is appropriate for the entire course. This may include grades of *D*, *F*, or *U*. An *I* grade not changed by the assigning instructor within 12 months and prior to graduation shall remain an *I* grade thereafter.
- 5) A student may re-enroll and receive credit for any course for which an *I* grade was previously received, but retaking the course will not result in a removal of the *I* grade from the student's transcript.

The effect of removing an *I* grade on a student's academic standing (scholastic warning, probation, or suspension) depends on the date the transaction is officially recorded on the student's academic record. If the transaction is recorded before the student begins another semester, the grade replacing the *I* is included in the grade-point average calculation that establishes the student's academic standing. If the transaction is recorded after the student begins another semester, the new grade's effect on academic standing is based upon its inclusion with grades for the semester in which the student is enrolled.

RR Grade

The *RR* grade applies only to designated skill development undergraduate courses approved by the University Curriculum Committee and indicates the student has made substantial progress toward completing the requirements of the course. It carries neither penalty nor credit. The student must re-enroll and successfully complete the course in order to earn credit. The grade of *RR* may be received only once in any given course, and it remains on the student's transcript.

S/U Option

Students with 28 credits at NMSU under traditional grading, with an overall average of 2.5 or better, may exercise the *S/U* option. The following limitations apply:

- 1) No more than 7 credits per semester or 4 credits per summer session.
- 2) Not to exceed a total of 21 semester credits.

These limitations do not apply to honors and courses officially designated *S/U*.

Each course under this option must be requested during registration. Eligibility must be determined by the student's academic dean and certified by the student. The course must be taken outside the major. If the student changes majors, the new major department may require a traditional grade for a course previously passed with an *S* grade. The traditional grade change is made by the instructor or by a course challenge if the original instructor is no longer with the university.

Eligibility for *S/U* grading must be re-established after adjusted credit has been approved.

Nondegree students who do not meet the above requirements may take courses under the *S/U* option. However, these courses may not be applied toward an undergraduate degree at NMSU.

Graduate students in regular standing may take courses for the *S/U* option, outside the major department, under regulations stated in the *Graduate Catalog*.

Each academic college of the university may designate courses in which the grading will be on a basis of *S* or *U* for all students enrolled in the courses. Credits in such courses are not included in the 21-credit limitation or the 7-credit-per-semester limit.

Grade Point Average

A student's NMSU semester and cumulative GPAs will be based solely on courses taken at NMSU or under an approved National Student Exchange.

Independent Studies

Independent study courses (including directed reading and special topics courses which do not carry a subtitle) are for students capable of self-direction who meet the requirements for the *S/U* option, i.e., if the students are not eligible for the *S/U* option, they are not eligible for independent study. Each college determines the maximum number of credits that may be earned in independent study courses.

Adjusted Credit Option

The adjusted credit option allows students who obtain a low grade-point average (less than 2.0 cumulative) during their first few semesters to get a fresh start. This option may be used only once and is not reversible. All courses carrying a grade of *S*, *CR*, *C*, or better earned prior to the grading period in which the student requests the adjusted credit option (including transfer courses) are included as adjusted credit. All allowable credits are designated on the permanent academic record as "adjusted credit" and are omitted from the calculations of the cumulative grade-point average.

A fee of \$10 is required for the submission of an adjusted credit option application. Application forms are available in the offices of the academic deans. Students applying for this option must

- 1) not hold a baccalaureate degree;
- 2) be currently enrolled as a regular/nondegree undergraduate student;
- 3) have a cumulative grade-point average of less than 2.0 at NMSU;
- 4) have successfully accumulated fewer than 60 transfer plus NMSU credits;
- 5) exercise the option only during the fall or spring semester before the last day to withdraw from the university; and
- 6) pass an additional 30 graded credits before they may be awarded an associate's degree.

Other courses taken during the period of credit adjustment are not calculated in the cumulative grade-point average. The repeat rule for courses starts anew for students who have taken the adjusted credit option.

Credits covered by this option are shown on the transcript with an appropriate notation, and all course work attempted is shown. In no circumstances will a transcript of this record be issued that does not include all courses attempted at this university.

Probationary status and eligibility for on-campus employment is not affected by the exercise of the adjusted credit option.

Students are eligible for university honors if the criteria for university honors are met for all courses taken at NMSU after the period of adjusted credit.

Transfer Credits

For the policy on transfer credits see "Transfer of Credits at NMSU" earlier in this chapter.

National Student Exchange (NSE)

For the policy on transfer credit for courses taken in the National Student Exchange program, see this heading earlier in this chapter.

Credit by College Level Examination Program (CLEP)

Prior to or during a student's enrollment at NMSU, credits may be earned through the College Level Examination Program (CLEP) of the College Entrance Examination Board. CLEP is a national program of credit by examination that offers the opportunity to earn credits for college level achievement wherever or however you have learned.

Earned CLEP credit will be treated as transfer credit without a grade, will count toward graduation, and may be used in fulfilling specific curriculum requirements.

A current NMSU CLEP policy as well as test schedule information is available through Testing Services in Garcia Annex, Room 235. Testing Services may be reached at (505) 646-1921.

Advanced Placement

Students who have completed college-level courses in secondary schools and have taken the Advanced Placement Examinations of the College Examination Board with resulting composite scores of 3, 4, or 5 may petition their academic dean for college credit and advanced placement. The amount of credit and the equivalent university courses for which credit will be granted will be determined by the head of the department in which the course is offered. Such credit will be treated as transfer credit without a grade, will count toward graduation, and may be used in fulfilling specific curriculum requirements.

Credit for Military Service

NMSU will allow credit to United States military personnel for courses and/or military occupation specialties as evaluated by the American Council of Education in the *Guide to the Evaluation of Educational Experience in the Armed Services*. The amount of credit will not exceed 30 semester hours for undergraduate, and six semester hours for graduate-level students. Official documentation for military service, education and training must be submitted to the NMSU Office of the Registrar.

Credit by Examination

Any enrolled student with a cumulative GPA of at least 2.0 currently attending classes may, with permission of the appropriate department, challenge by examination any undergraduate course in which credit has not been previously earned except an independent study, research or reading course, or any foreign language course that precedes the final course in the lower-division sequence. The manner of administering the examination and granting permission shall be determined by the department in which the course is being challenged.

Students may not enroll in a single course, challenge it by examination, and drop it during the drop/add period, unless they enroll in an additional course.

In exceptional cases in which a student demonstrates outstanding ability in a course in which he is already registered, he may be permitted to challenge the course.

Seniors will not be allowed to take special examinations for credit to meet the last 20-semester credits necessary for the bachelor's degree.

A student desiring to apply for special examination may obtain the necessary forms from the Office of the Registrar. The fee for challenging a course is the same as the approved tuition rate.

A grade of C or better is required for credit and will be recorded on the student's record as CR. *Courses may not be challenged under the S/U option.*

The special examination privilege is based on the principle that the student, exclusively, has the responsibility for preparing for a special examination.

Audits

A regularly enrolled student may register for any course prior to the last day of registration as an auditor without credit with the consent of instructor, provided the facilities are not required for regular students. The fee is the same as for credit courses. Audit courses are not considered in determining the maximum load except for students on probation and graduate students. A student may not change from credit to audit after the last day to register but may withdraw and continue to attend with the permission of the instructor.

Changes in Registration

Registration changes may be processed only in accordance with university regulations and with appropriate signatures. *It is the responsibility of the student to initiate official withdrawal from a course and to obtain all necessary signatures on the drop/add form.*

The completed form must be given to the student's academic dean. Forms are available from the academic adviser or in the deans' offices. Courses may not be added or dropped after the cutoff date indicated in the university calendar. For refund policy, see the "Costs" section of the catalog.

When a student officially drops a course, the W grade is assigned as follows:

- 1) No grade is assigned during the registration period.
- 2) A W grade is assigned to any student who *officially* drops a course during the first half of its duration. A student may not officially withdraw from a course after this time. All drop forms must be signed and dated by the instructor of the course, the adviser, and the department head.
- 3) A grade of W is assigned in all courses to any student *officially* withdrawing from the university prior to the last three weeks of classes.

A student found insufficiently prepared to carry a regular course may be transferred to a more elementary course in the same field any day before the last day to officially withdraw from an individual course.

Any person attending under Veterans Educational Assistance should notify the Office of Veterans' Programs if dropping or adding courses changes enrollment status for benefits.

Withdrawal from NMSU

Withdrawal from any NMSU campus is an official procedure that must be approved as indicated on the withdrawal form. All such withdrawals will be registered on the student's transcript. *It is the student's responsibility to initiate withdrawal from the university and to obtain necessary signatures. Students who leave without following the official procedure are graded appropriately by the instructor.* On the main campus, withdrawal begins at the Registrar's Office.

At all other campuses, withdrawal begins at the Student Services Office. Applicable dates are published in the university calendar for all regular sessions.

Attendance and Student Performance

Students are expected to attend regularly all classes for which they are registered. Students making satisfactory progress in their classes will be excused from classes when they are representing NMSU on a university sponsored event (e.g. ASNMSU president representing NMSU at legislative session, student athletes competing in NMSU scheduled athletic events, or students attending educational field trips and conferences). Authorized absences do not relieve the student of their class responsibilities. Prior written notice of the authorized absence will be provided to the instructor by the sponsoring department. Specific class attendance requirements are determined by the instructor of the course.

When the number of absences hinders a student's progress in a course, the instructor may initiate a statement of the student's excessive absences including a recommendation of retention or expulsion from the class. Based on the recommendation of the instructor and with the concurrence of the course department head and the student's academic dean, a student will be dropped for persistent absences or for persistent failure to complete assignments. Similarly, a student may also be dropped from a class for engaging in behavior that interferes with the educational environment of the class. Any student who has been dropped from a class shall have the right to appeal that decision through the Student Academic Grievance Policy.

Only enrolled students, for credit or for audit, are permitted to attend classes. A student who has officially withdrawn from a course may continue to attend the course with the permission of the instructor for the remainder of the semester.

Students not enrolled may visit classes only with the permission of the instructor.

Administrative Withdrawals

When an administrative withdrawal from a course is initiated for a student who is representing the university at an official out-of-town event, the withdrawal will become effective upon the return of the student to the university from that event or five class days after the signed drop slip arrives in the dean's office, whichever is sooner.

Nondegree Status

See "Nondegree Admission," earlier in this chapter.

Veterans' Attendance and Satisfactory Progress

The Veterans' Administration requires all veterans attending under the Veterans Educational Assistance Benefits to make satisfactory progress and systematic advancement toward an educational objective or be liable for over payments from the Veterans' Administration. Satisfactory progress and regular class attendance are expected of such students.

If a veteran receiving benefits is suspended for academic reasons, benefits are terminated and will be restored only after readmission to NMSU.

If the university has liability claims filed against it as a result of a veteran failing to meet compliance requirements of the Veterans' Administration, the university will not release any academic records on the veteran until such time as the veteran has reimbursed the federal government for funds drawn in violation of those requirements.

Privacy Rights

The following information has been designated as directory information and is subject to release to the public under the Buckley Amendment (PL 98-380), "The Family Educational Rights and Privacy Act of 1974": Student's name, address, email address, telephone listing, date and place of birth, major field of study, classification, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent, previous educational agency or institution attended by the student.

Other information regarding student disclosure of student data is posted at the Office of the Registrar in compliance with the Act.

Requests for withholding directory information must be filed in writing with the Office of the Registrar by the third Friday of class for the Fall semester.

Social Security Numbers in Student Records

Social security numbers are collected from prospective and current students for administrative coordination and record identification purposes only. Although procedures have been established by the Registrar for assignment of an alternative number upon request, students who wish to be employed on

campus or to receive financial aid are required by law to provide their social security number for administrative use. Further, the university is mandated by federal tax regulations to provide tuition and fee payment information to the student and the Internal Revenue Service, so that applicable educational tax credits may be computed. The social security number will be necessary to submit this tax reporting. In the event that the university does not have the social security number for a student, a reasonable effort will be made to obtain this information. The social security number is a confidential record and is maintained as such by the university in accordance with the Family Educational Rights and Privacy Act.

Academic Appeals

Procedure for Initiating Grievance Complaints: This procedure has been established to provide a method to resolve undergraduate student grievances at the lowest administrative level in a fair and expeditious manner. For the purpose of this procedure, grievances are limited to alleged violations of university policy or procedures by the university or its employees, disputes with faculty and/or alleged unfair treatment. Usually this method is used to appeal a grade the student feels was not justified. Under no condition should these policies be used when the student has allegedly violated the University Code of Conduct or a contractual agreement, and at no hearing should either party have a lawyer. Any student who believes that he/she has been unjustly treated within the academic process may proceed as far as necessary in the steps detailed below. Should the alleged grievance not involve a faculty member or course, the student is to appeal directly to the department head or associate dean for academics in whose area or college the alleged grievance occurred.

- 1) *Appeal to the faculty member:* The student is to submit a written appeal to the faculty member within 30 days after the start of the semester following the semester in which the alleged grievance occurred. *Semester* in this case refers to fall and spring only. If the alleged grievance occurs during the summer session, the student is to submit an appeal no later than 30 days into the fall semester following the summer session in which the alleged grievance occurred. The faculty member and the student are to discuss the problem. The faculty member will submit a written report outlining his or her decision to the student and department head within ten working days of receipt of the student's written appeal. Should the course under appeal be a library course, the student or faculty member should appeal to the associate dean of the library as the next step.
- 2) *Appeal to the department head:* If a decision satisfactory to the student cannot be reached, the student may submit a written appeal to the department head in which the course in question is taught. This is to be done within ten days of the receipt of the faculty member's written decision. The faculty member, the department head, and the student are to meet to discuss the problem. The department head will send a written response outlining his or her decision to the student and faculty member within ten days of this meeting.
- 3) *Appeals to the associate dean for academics or associate dean of the library:* If a satisfactory decision cannot be reached among the department head, the faculty member, and the student, the student or the faculty member may submit a written state of appeal to the associate dean for academics of the college in which the course was taught. This is to be done within ten working days after the receipt of the written decision by the department head. The associate dean may request a written recommendation from an Academic Appeals Board. Should this be the case, the Academic Appeals Board will conduct a hearing with the student and faculty member (not necessarily at the same time) to review the merits of the appeal. They may also ask for supporting evidence for or against the appeal. The Academic Appeals Board will submit the written recommendation to the associate dean within five working days following the conclusion of their process. The associate dean may meet with the student, faculty member, and department head to discuss the appeal (not necessarily at the same time). The associate dean will submit a written response outlining his or her decision to the student, faculty member, department head, and dean within ten days of the last meeting.
- 4) *Appeals to the dean:* The dean of the college or library in which the course is taught or in whose college the alleged grievance occurred may, at his or her discretion, review the appeal upon the written request of the student or faculty member and render a final decision. An appeal to the dean is the last step in the appeals process and the dean's decision cannot be appealed further. Should the dean not

choose to review the appeal, the decision of the associate dean for academics or associate dean of the library is final.

- 5) *Exceptions to the time involved:* The associate dean for academics or associate dean of the library may waive the normal time frame for appeals for compelling reasons. Regardless of circumstances, academic appeals must be initiated with the course instructor within two years of the conclusion of the semester or summer session in which the course was taken.
- 6) *Enrollment:* A student need not be enrolled at the university to initiate an appeal.

Academic Appeals Board: Within each college of the university or the library an academic appeals board will be appointed by the associate dean for academics to hear student appeals. The appeals board will consist of three faculty members and two students.

Maintenance of Records: Instructors and/or departments shall keep records used to compute individual grades for two years after the completion of a course. If a grade has been appealed, these records shall be kept for at least two years after completion of the appeal. Departments, colleges, or library may require that records be kept for longer periods.

Academic Misconduct

Students at NMSU are expected to observe and maintain the highest academic, ethical, and professional standards of conduct. Any student found guilty of academic misconduct shall be subject to disciplinary action. Academic misconduct includes, but is not limited to, the following actions:

- 1) Cheating or knowingly assisting another student in committing an act of cheating or other forms of academic dishonesty;
- 2) Plagiarism, which includes, but is not necessarily limited to, submitting examinations, themes, reports, drawings, laboratory notes, undocumented quotations, computer-processed materials, or other material as one's own work when such work has been prepared by another person or copied from another person;
- 3) Unauthorized possession of examinations, reserve library materials, or laboratory materials;
- 4) Unauthorized changing of grades on an examination, in an instructor's grade book, or on a grade report; or unauthorized access to academic computer records;
- 5) Nondisclosure or misrepresentation in filling out applications or other university records in, or for, academic departments or colleges.

Academic Standing

Please see section on incomplete, *I*, grades to determine the effect of removal of *I* grades on academic standing.

Academic probation and suspension. Notification to students of academic probation or suspension appears on the student's grade report at the end of each grading period.

Academic warning. This applies only to new students who are qualified for admission and attending a college or university for the first time. However, the Director of Admissions may classify as "new" freshmen who have attended a college or university in early admission status or have attended during a summer prior to their first semester of enrollment. Such students are placed in "warning" status at the end of their first enrollment if they earn less than a 2.0 cumulative GPA, unless the first enrollment is for a summer session. If warned at the end of a combined spring and first summer session, warning status is continued through the second summer session (if applicable).

Academic warning status is continued if the student withdraws from the university.

Probation or suspension status applies to all subsequent enrollments.

Academic probation. Students are placed on probation at the end of a semester or summer session when their cumulative grade-point average (GPA) falls below 2.0. However, students entering the university in summer are not placed on probation at the end of that summer if the cumulative GPA drops below 2.0.

Transfer students. Students (admitted under special provisions) whose transcripts indicate less than a 2.0 GPA are admitted on probation.

Continuing in probationary status. Students may continue to enroll while on probation provided they maintain a semester GPA of 2.0 or higher. They are continued on probation if they withdraw from the university while on probation.

Restrictions on enrollment while in probationary status. No student on probation may enroll for more than 15 credits during a semester, or 6 credits during a summer session, without permission of the academic dean.

Students on probation receiving educational benefits from the Veterans' Administration must obtain counseling from the Office of Veterans' Programs.

Removal of academic probation. Such academic standing is removed when the cumulative GPA is raised to 2.0 or higher, with the following exceptions: (1) a transfer student may not remove probation by summer work alone; (2) if an I grade is removed after the student has enrolled, the new grade's effect on academic standing is based on its inclusion with grades for the term for which the student is enrolled; (3) exercise of the Adjusted Credit Option does not change academic status until subsequent grades are earned.

Academic suspension. Students enrolled for a semester on probation are suspended when both the semester GPA and cumulative GPA are below 2.0. The first suspension from NMSU will be for one semester. A student suspended at the end of the fall semester may attend the subsequent summer school if the suspension was for one semester only. The second suspension from NMSU will be for one calendar year. The third and subsequent suspensions will be for a calendar year, and the student must petition the Academic Deans' Council, through the Director of Admissions, for readmission. No credit will be granted for courses taken at other institutions while under suspension from NMSU.

Effect of summer attendance. Students suspended at the close of the spring semester may have suspension rescinded if they attend one or both of the following summer sessions at NMSU or one of its branch colleges. Such attendance must raise the combined spring semester and summer GPA to 2.0 or better.

A certification of eligibility to attend summer sessions at NMSU after a spring semester suspension is available to the suspended student who wishes to attend summer sessions at other institutions. However, work taken at other institutions has no effect upon the spring semester suspension, nor will it be accepted by NMSU for transfer credit.

Disciplinary Probation and Suspension

NMSU expects all students to regard themselves as responsible citizens on campus and in the community.

Repeated misconduct and major violations will cause the student to be subject to immediate suspension or expulsion from the university.

The general rules and regulations applicable to students are in the "Student Code of Conduct" of the *Student Handbook* or can be obtained from the Scheduling and Information Desk in Corbett Center.

Undergraduate Enrollment in Graduate Courses

Undergraduates who wish to enroll in a graduate-level course numbered 500 or higher for undergraduate credit must secure prior written permission from the instructor and course dean. Enrollment is by petition only and is limited to outstanding juniors and seniors.

Graduate Study by University Seniors (Senior Petitioner)

A student who is in the final semester of a bachelor's degree program and who is completing all requirements for graduation may take up to 6 credits of graduate-level courses numbered from 450 through 598 for credit toward an advanced degree.

The student must also: (1) file an Application for Admission to the Graduate School and be admitted by a department into a graduate program; (2) have a grade-point average of 3.0 or better over the most recent semesters in which the last 45 semester hours were completed; (3) file a petition for each course by the deadline to add courses for the semester in which the course was taken; (4) obtain approval by the instructor, department head, and undergraduate dean; and (5) register for the course at the Graduate School.

The combined total of graduate and undergraduate courses for the semester may not exceed 17 credits. Senior petitioners should consult an admission representative at the Graduate School.

If the student is not admitted into a graduate program, the course(s) will remain separate from the undergraduate record. If the student is admitted into a graduate program, the course(s) will become part of the graduate record and will not be used in the calculation of the student's undergraduate grade-point average or credit hours.

Servicemember's Opportunity College (SOC)

Servicemembers enrolled under the Two-Year Servicemember's Opportunity College Program must be on regular degree seeking status and have completed 6 credit hours towards an associate degree program when the degree contract is written. Approved SOC associate degree programs are Associate Undesignated, Associate of Criminal Justice and Associate of Applied Science: Computer Technology.

SOC degree plans include a 15 credit hour residency requirement that may be waived by the dean of the College of Health and Social Services under special circumstances.

All rules and regulations will apply. Credits earned at non-SOC institutions cannot be used to meet contract course requirements.

Program/Degree Requirements

NMSU offers a number of degrees and certificates. Those awarded and requirements are given in the college sections. For graduation with a bachelor's degree, a student must meet all of the criteria for the major elected. The requirements listed are the minimum for the degree; students are encouraged to undertake more extensive and broadening courses of study.

Student Responsibility

The ultimate responsibility for planning an academic program in compliance with university, college, and departmental requirements rests with the student. In addition, the student bears ultimate responsibility for understanding all matters of the Undergraduate Catalog.

ACADEMIC MAJORS AND MINORS

Academic Majors

A major is required for all baccalaureate degrees, except the Bachelor of Applied Studies and the Bachelor Individualized Studies, and consists of at least 24 credits in the major field of which at least 18 credits must be upper-division courses.

Academic Minors

Students seeking a baccalaureate degree may elect to complete one or more minors from those available, and the minor will be designated on their transcripts. Minors will not be acknowledged after the degree has been conferred.

A minor consists of a minimum of 18 credits, at least 9 of which must be upper-division. The minor may be in a single department or may be interdepartmental. Specific requirements for these minors are available in printed form in departmental and deans' offices. Specific available minors follow.

College of Agriculture and Home Economics

Agricultural and Extension Education
 Agricultural Business Management
 Agronomy
 Conservation Ecology
 Clothing, Textiles, and Fashion Merchandising
 Entomology
 Environmental Science
 Family and Child Science
 Food Science
 Horse Management
 Horticulture
 Hotel, Restaurant, and Tourism Management
 Livestock Production
 Natural Resource Economics
 Nutrition
 Pest Management
 Plant Pathology
 Range Management
 Soils Science
 Weed Science
 Wildlife Science

College of Arts and Sciences

American Government and Politics
 Aerospace Studies
 Algorithm Theory
 American Indian Studies
 Anthropology
 Art
 Art History
 Astronomy
 Biochemistry
 Biology
 Chemistry
 City and Regional Planning
 Communication Studies

Comparative Government
 Computational Physics
 Computer Systems
 Conservation Ecology
 Contemporary Social Studies
 Creative Writing
 English
 Environmental Chemistry
 Ethics
 Forensic Science
 French
 General Physics
 Geography
 Geology
 German
 GIS (Geographic Information Systems)
 Global Political Economy
 Government
 History
 Human Biology
 International Relations
 Journalism and Mass Communications
 Linguistics
 Mathematics
 Medieval and Early-Modern English Studies
 Microbiology
 Military Science
 Molecular Biology
 Music
 Philosophy
 Physics
 Physics/Classical Mechanics
 Physics/Electromagnetics
 Physics/Materials
 Physics/Optics
 Physics/Quantum Mechanics
 Political Theory
 Psychology
 Public Administration
 Public Law
 Religious Studies
 Rhetoric and Professional Communication
 Security Technology and Intelligence Studies
 Sociology
 Software Development
 Spanish
 Theatre Arts
 U.S.-Mexico Border Health Issues
 Women's Studies

College of Business

Accounting
 Advertising
 Economics
 Finance
 Global Political Economy
 Information Systems
 Insurance
 International Business
 Management
 Marketing
 Sport Marketing
 U.S.-Mexico Border Studies

College of Education

Counseling and Educational Psychology
 Dance
 Early Childhood Education
 Exercise Science

College of Engineering

Agricultural Engineering

Computer Engineering
 Electrical Engineering
 Engineering Technology/Manufacturing
 Environmental Engineering
 Environmental Management
 Security Technology and Intelligence Studies
 Surveying Engineering

College of Health and Social Services

Community Health
 Environmental and Occupational Health
 Gerontology
 Health Administration
 U.S.-Mexico Border Health Issues

Graduation Requirements

For the baccalaureate degree each student must complete a minimum of 128 credits including at least 54 credits numbered 300 or above. Program waivers require the approval of the Academic Deans' Council.

Each college has its own requirements for graduation listed under its curricula. However, there are certain graduation requirements common to all undergraduate colleges:

- A student must have an average of two grade points per credit in all courses taken at NMSU.
- The student will be required to show proficiency in written English in all class work of the university. Any instructor may remand a student to the English remedial laboratory for further training in written English. In each case, the student must complete the remedial laboratory work prior to submitting the application to graduate.
- Each student must complete at NMSU the last 30 semester credits necessary for the baccalaureate degree. Of these last 30 credits, the student not regularly enrolled at NMSU the previous year must complete a minimum of 20 credits in courses numbered 300 or above of which a minimum of 10 credits must be in the major field. The following may not be used toward these requirements: CLEP, USAFI/DANTES, and course challenge credits.
- Curricular requirements for a specific degree may be met by completing all of the course requirements for that degree as set forth in the catalog of matriculation provided that the selected catalog is not more than six years old when the requirements for graduation are met. This rule applies only to the course requirements and number of credits as specified for the degree. In all other cases, the current catalog is effective. The catalog is effective Summer Session I through Spring Semester.

Upon completion of all requirements, multiple majors for a single degree (e.g., B.A.) will be noted on the academic record. Multiple bachelor's degrees (e.g., B.S.) may be granted if all requirements for the degrees have been completed. Multiple degrees may be granted at one commencement if all requirements have been met. Graduation fees must be paid for each degree.

Both designated and undesignated associate degree residency requirements vary with the college awarding the degree. Requirements for the two-year associate degrees and for the certificates are found in the section(s) concerning these degrees.

- Arts and Sciences, Business Administration and Economics, Education, and Health and Social Services require that the last 15 credits be completed at NMSU or one of its branch campuses.
- Agriculture and Home Economics requires that the last 30 credits be completed at NMSU or one of its branch campuses.

Filing Notice of Degree Candidacy

Degree candidates are required to file an Application for Degree and pay graduation fees for each degree sought. This fee (\$10 for one-year certificates, \$20 for associate or bachelor's, and \$30 for graduate degrees) will be included in the total cost for the semester or session in which the candidate anticipates completing degree requirements. If degree requirements are not completed during the semester or session, the student must reapply and pay the appropriate fees. The Application for Degree form is available at the Office of the Registrar and the student's advising center/Dean's Office. It must be completed and submitted to the Office of the Registrar by the deadline for the semester/session. A \$25 late fee applies to applications received after the last day to register, and no applications will be accepted after midterm.

A student must specify choice of catalog as indicated under "Graduation Requirements."

Latest date for substitution or waiver of required courses for candidates for degrees is two weeks after the last date of registration for regular or summer terms.

All fees and bills owed the university must be paid before a student may receive a diploma or transcript of credits.

Graduation with Honors

The requirements for four-year degrees with honors are listed in the "Recognition of Academic Achievement" section.

Crimson Scholar Graduates

The requirements for designation as a Crimson Scholar graduate are listed in the "Recognition of Academic Achievement" section.

Centennial Scholar Graduates

The requirements for designation as a Centennial Scholar graduate are listed in the "Recognition of Academic Achievement" section.

Attendance at Commencement

The registrar certifies eligibility to participate in commencement exercises held at the close of the fall and spring semesters. Eligible candidates (registered for final degree requirements, as certified by the college deans) and degree recipients from the previous summer sessions participate in the fall ceremony. Students who complete degree requirements in the spring attend the spring ceremony. Students wishing to participate in a spring commencement ceremony prior to completing degree requirements in summer school must meet these conditions:

- 1) Receive permission from appropriate dean
- 2) Show a minimum cumulative grade-point average of 2.0

3) Lack 12 or fewer credit hours to complete degree requirements

4) Remaining credit hours must be offered in the upcoming summer schedule of classes

5) Submit degree application and approved petition form (available in the dean's office) by last day to drop a course with a W.

Participation in commencement does not, in itself, mean that a student is considered an NMSU graduate. In order to receive a degree, a student must fulfill university requirements. The degree will reflect the graduation date when all requirements are met.

Recognition of Degrees and Certificates

Degrees and certificates earned are recorded on the academic record, as are majors where applicable. Minors are also recorded for students completing all requirements for the bachelor's or graduate degree as of May 10, 1980. Double majors, supplementary majors and minors will be recognized, as will double minors. Transcripts will not include an indication of options, areas of concentration, or other sequence of courses not sufficient for a recognized minor.

Transcript of Credits

A charge of \$3 is made for any official transcript of credits. No transcript of credits will be released if the student is in debt to the university.

Official name changes on transcripts will be processed only if a student is currently enrolled and a written request is submitted.

Participation in commencement does not, in itself, mean that a student is considered an NMSU graduate. In order to receive a degree, a student must fulfill university requirements. The degree will reflect the graduation date when all requirements are met.