University of New Mexico - Dual Enrollment

Visit the Dual/Concurrent Enrollment website: http://dualcredit.unm.edu

REQUIRED EVERY SEMESTER

☐ UNM Applications (required every semester)  print form
☐ State request form (high school representative, parent and student signature-required)  print form
☐ Official transcripts
☐ Meet with Dual Credit Coordinator at UNM

UNM Dual Coordinator responsibilities
1. Submit complete packet for admission every semester after meeting with student
2. Enroll student in class or place on waitlist
3. Notify student by email with class schedule or placement on waitlist
4. Provide email instruction on setting up NETID, and scheduling a mandatory Dual Credit Orientation

Student Responsibilities
1. Submit a complete packet with appropriate signatures
2. Meet with UNM Credit Coordinator
3. Attend mandatory orientation
4. Contact school or Bookroom follow district procedures for obtaining books.

APS student must submit textbook inquiry form to:
http://www.aps.edu/libraries/aps-dual-credit-textbook-inquiry-form

Dee Dee Hatch-Sanders
Dual Credit Coordinator
University Advisement Center
Student Success Center
dhatchsanders@unm.edu

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