

DEPT. OF MATHEMATICS & STATISTICS:
ADVISING RESOURCE GUIDE

“With great power comes great
responsibility”
— Voltaire



IF I WERE AGAIN BEGINNING MY
STUDIES, I WOULD FOLLOW THE
ADVICE OF PLATO AND START
WITH MATHEMATICS.

GALILEO GALILEI

*UNM Catalog:

<http://registrar.unm.edu/UNM%20Catalog/index.html>

1. Check prerequisite/co-requisite
2. Major/minor requirements
3. Department rules (legally binding)

*Fast Info: Enrollment Management
Processes for students. Ex: registration,
financial aid

*UNM Testing Center: <http://test.unm.edu/>

1. Check placement scores/courses:
[http://test.unm.edu/compass-
placement-test/compass-placement-
testing-information.pdf](http://test.unm.edu/compass-placement-test/compass-placement-testing-information.pdf)

*TES:

[http://admissions.unm.edu/future_students/tra
nsfer-course-equivalencies.html](http://admissions.unm.edu/future_students/transfer-course-equivalencies.html)

1. Students check transfer course
equivs before submitting on
Math/Stat Dept. website
2. Submit equiv requests:
[https://www.math.unm.edu/advise/tra
nsfer_eval.php](https://www.math.unm.edu/advise/transfer_eval.php)

Department of
Mathematics & Statistics

<http://math.unm.edu/>

advisor@math.unm.edu

Department of Mathematics & Statistics
Website: <http://math.unm.edu/>

1. Announcements
2. Contact information for staff,
faculty, and grad students
3. Syllabus for students
4. Transfer Evaluation Requests
5. Calendar of Events
6. Undergrad Students:
 - a. Research Opportunities
 - b. Dept. Honors
 - c. Math/Stat Club
7. Stat Clinic:
<http://www.stat.unm.edu/~clinic/>

*<http://schedule.unm.edu/> -

1. See how many students registered
and on waitlist per course
2. If course has been canceled
3. XLST – cross listed course
4. Instructor updates

DO NOT WORRY ABOUT YOUR
DIFFICULTIES IN MATHEMATICS.
I CAN ASSURE YOU MINE ARE
STILL GREATER.

ALBERT EINSTEIN

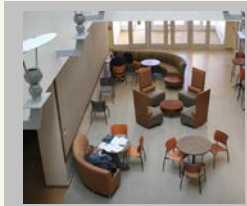


FACULTY



SMLC

SMLC



SUNMARC



Frequently Used Banner Forms

SAAADMS – admissions, residency, checklist of application creds ex. transcripts

GOAEMAL – students' multiple email addresses

SFASTCA – registration history, esp. drop and who dropped the course. Also, waitlist info

SFASRPO – overrides

SFIWLNT –waitlist notification list per course

DEPT PROCESSES TO KNOW

1. Student petitions for dept. rule exceptions & complaints about courses, instructors, etc. go to Jurg Bolli bolli@math.unm.edu Director of Pre-calc (service courses). 300/400 level petitions go to the professor/instructor and complaints go to aparra@math.unm.edu they will be forwarded to the Dept. Chair.
2. The department follows all posted UNM deadlines. Service course instructors do not have the authority to sign forms, except if a Professor is teaching Math 314.
3. After 3 absences (regardless of excuse) before Dean's permission is required, a student may be withdrawn by the instructor, but a student can't rely on an instructor to drop them.
4. Each service course topic has a faculty coordinator that organizes exams, syllabus, and SLO's to keep all sections as similar as possible.

WHAT ARE MATH/STAT SERVICE COURSES?

- 100 – 200 level
- Courses required for UNM Core
- Additional math/stat requirements for "other" STEM majors. Ex: Engineering requires Linear Algebra - Math 314, but Math majors - Linear Algebra Math 321, therefore Math 314 is a service course.

* Instructors of 300/400 level courses process their own overrides. Students must email the 300/400 level instructor their requests.

When is an override granted for 100/200 level service courses?

- When official scores are not in Banner, but are available for you to see.
- IP courses from other institutions = ex. CNM Summer College Algebra wants Fall Math 180 at UNM. Audit all overrides the week before courses start to check that prereqs have been met.

* All overrides must be tracked in LoboAchieve in the Override Note section. Ex: "Processed Math 162 override. I saw paper/online CNM Summer 2015 schedule where student is registered for Math 123 and Math 150.