



TRANSFER & TRANSITION
STUDENT CENTER

University of New Mexico Concurrent Enrollment Request Form

School Year

Last Day to Drop

☐ Summer ☐ Fall ☐ Spring

Student Information

Last Name	First Name	MI	Date of Birth	Social Security Number *	
Mailing Address	City	State	ZIP Code	Residency – NM County	High School Name
Gender	Ethnicity *	Telephone	Expected Graduation Date	HS ACT Code **	High School GPA

*Social Security number and/or ethnicity are not required for dual credit participation. **HS ACT Code is not required for homeschool students.

Course Listing and Secondary/Postsecondary Approval

The above-named student has been given permission to enroll as a concurrent enrollment student. As the high school representative, I approve this student's request take the following course(s) as they will not interfere with their regularly scheduled high school courses. Information for courses can be found at schedule.unm.edu

Subject Name (e.g. - ANTH)	Course #, e.g. 1115	Course Section #	Course Title, e.g	(CRN) #	Day(s) (MTWRF)	Time, e.g. 1-1:30pm	Location of Course	Higher Education Credits

Concurrent Enrollment Information

We, the student, parent/guardian, and high school representative, agree to the enrollment of the above-named student in the University of New Mexico's Concurrent Enrollment Program. We understand and agree to the following:

- Students are responsible for paying 100% of tuition and fees associated with courses taken through concurrent enrollment.
- All course prerequisites, including any required assessments and placement requirements, must be satisfied before enrollment.
- Students are encouraged, though not required, to meet with an academic advisor to understand how courses taken through concurrent enrollment may or may not apply toward a future bachelor's degree.
- Concurrent enrollment students will not be registered for courses until after all degree-seeking UNM students have had the opportunity to register. Registration typically occurs on the afternoon of the Friday before classes begin.
- Students may not place themselves on waitlists and cannot be registered for a course on or after the first day of the course.
- Students do not have access to perform registration transactions independently. Any requests to add or drop courses must be coordinated through the UNM Dual Credit Office, which manages registration on the student's behalf.
- UNM does not send grades to students or to their high schools. Students may view their grades through their UNM student account. If grades need to be shared, students must provide them directly or order an official transcript.
- Enrollment in a concurrent enrollment course does not guarantee the awarding of high school credit. Determinations regarding high school credit and the application of coursework toward graduation requirements are made solely by the student's high school.
- By signing this agreement, the high school representative confirms that the student's enrollment in the selected UNM course(s) has been reviewed and will not conflict with the student's high school schedule or attendance obligations.

We agree to abide by the guidelines published at dualcredit.unm.edu, as well as all applicable UNM policies and codes of conduct.

We, the student and parent/guardian, certify that the information provided in this application is true and accurate to the best of our knowledge. We understand that any misrepresentation or omission of information may result in the immediate cancellation of the student's application and/or registration.

Signatures

High School Representative Signature	Date	High School Representative Name (print/type)
Student Signature	Date	Parent/Guardian Signature
UNM Dual Credit Office Representative Signature	Date	UNM Dual Credit Office Representative Name (print/type)