# Academic Calendar – Fall Semester 2019

All Transactions need to be completed by 5 p.m. on deadline dates.

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration for Fall 2019 begins</td>
<td>April 15</td>
</tr>
<tr>
<td>Senior Citizen special tuition rate</td>
<td>August 19</td>
</tr>
<tr>
<td>Enrollment Cancelation for non-payment</td>
<td>August 30</td>
</tr>
<tr>
<td>Labor Day Holiday (campus closed)</td>
<td>September 2</td>
</tr>
<tr>
<td>Fall Break</td>
<td>October 10-11</td>
</tr>
<tr>
<td>Thanksgiving Break (campus closed)</td>
<td>November 28-29</td>
</tr>
<tr>
<td>Last Day of Instruction</td>
<td>December 7</td>
</tr>
<tr>
<td>Finals Week</td>
<td>December 9-14</td>
</tr>
<tr>
<td>Winter Break (campus closed)</td>
<td>December 23-31</td>
</tr>
</tbody>
</table>

## Instruction Begins

<table>
<thead>
<tr>
<th>Term</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-Week Term</td>
<td>August 19</td>
</tr>
<tr>
<td>1st 8-Week Term</td>
<td>August 19</td>
</tr>
<tr>
<td>2nd 8-Week Term</td>
<td>October 14</td>
</tr>
</tbody>
</table>

## Registration Ends

<table>
<thead>
<tr>
<th>Term</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-Week Term</td>
<td>August 30</td>
</tr>
<tr>
<td>1st 8-Week Term</td>
<td>August 23</td>
</tr>
<tr>
<td>2nd 8-Week Term</td>
<td>October 18</td>
</tr>
</tbody>
</table>

## Last Day to Drop for 100% Tuition Refund/Without a "W"

<table>
<thead>
<tr>
<th>Term</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-Week Term</td>
<td>September 6</td>
</tr>
<tr>
<td>1st 8-Week Term</td>
<td>August 30</td>
</tr>
<tr>
<td>2nd 8-week Term</td>
<td>October 25</td>
</tr>
</tbody>
</table>

## Last Day to Change Grading Options

<table>
<thead>
<tr>
<th>Term</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-Week Term</td>
<td>August 30</td>
</tr>
<tr>
<td>1st 8-Week Term</td>
<td>August 23</td>
</tr>
<tr>
<td>2nd 8-week Term</td>
<td>October 18</td>
</tr>
</tbody>
</table>

## Last Day to Drop a course without a grade

<table>
<thead>
<tr>
<th>Term</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-Week Term</td>
<td>September 6</td>
</tr>
<tr>
<td>1st 8-Week Term</td>
<td>August 30</td>
</tr>
<tr>
<td>2nd 8-week Term</td>
<td>October 25</td>
</tr>
</tbody>
</table>

## Last Day to Withdraw

<table>
<thead>
<tr>
<th>Term</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-Week Term</td>
<td>November 8</td>
</tr>
<tr>
<td>1st 8-Week Term</td>
<td>September 27</td>
</tr>
<tr>
<td>2nd 8-week Term</td>
<td>November 30</td>
</tr>
</tbody>
</table>

## Semester Ends

<table>
<thead>
<tr>
<th>Term</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>16-Week Term</td>
<td>December 14</td>
</tr>
<tr>
<td>1st 8-Week Term</td>
<td>October 12</td>
</tr>
<tr>
<td>2nd 8-Week Term</td>
<td>December 14</td>
</tr>
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</table>
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UNM-Valencia Associate Degree Programs

Art Studio
Business Administration
Computer Aided Drafting (STEM)
Criminology
Digital Media Arts (STEM)
Early Childhood Multicultural Education
Elementary Education
Emergency Medical Services
Game Design and Simulation (STEM)
General Science (STEM)
Health Education
Health Information Technology (STEM)
Integrative Studies
Information Technology (STEM)
Liberal Arts
Manufacturing and Industrial Technology
Mathematics (STEM)
Nursing (STEM-H)
Pre-Engineering (STEM)
Secondary Education
Gain new skills and put your existing ones to the test

Explore careers and see if this is the right career for you

Build your experience, confidence, and resume

Network and maybe even find your future job

Possible college credit

Make money and improve your starting salary after you graduate

For questions or help finding your next internship opportunity contact:
Sarah Clawson
Career Services
sjclawson@unm.edu
(505) 925-8840
General Information

website: http://valencia.unm.edu/library
phone: 505.925.8990
email: unmvclib@unm.edu

The Library provides access to hundreds of databases with thousands of full-text articles, as well as eBooks and streaming videos. In its physical collection, the Library has over 40,000 books, magazines, newspapers and maps and over 3,500 films. Through the online catalog (LIBROS), students can get information about not only what is housed at the UNM-Valencia Library but also about the holdings of other library collections throughout the state. Twenty-three computers and two printers are available for use by students, faculty, staff and community members. Tables, study carrels and comfortable seating are available for group and individual study.

Library Hours

Regular Library hours are:
- Monday through Thursday, 8 am – 8:30 pm.
- Doors lock 15 minutes before library closes.
- The Library is closed on Saturdays and Sundays

<table>
<thead>
<tr>
<th>MON</th>
<th>TUES</th>
<th>WED</th>
<th>THURS</th>
<th>FRI</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 AM - 8:30PM</td>
<td>8 AM - 8:30PM</td>
<td>8 AM - 8:30PM</td>
<td>8 AM - 8:30PM</td>
<td><strong>8 AM - 5 PM</strong></td>
</tr>
</tbody>
</table>

** On the 2nd and 4th Fridays of the month, 8 am – 5 pm
On the 1st and 3rd Fridays of the month, 10:30 am – 5 pm

What to do in the Library

- Get help with Research
- Print and photocopy
- Use a computer
- Check out a laptop
- Check out course reserves
- Check out books and magazines/journals
- Interlibrary loan items from other libraries
- Charge your device
- Study / Read / Relax
- Get your Lobo ID card
Vision Statement:

UNM-Valencia Campus Library will be the destination of choice for all the information needs of its students, faculty, staff, and community users.

Mission Statement:

The mission of the UNM-Valencia Campus Library is to utilize its human resources, technology and physical facilities to engage, educate and empower its students, faculty, staff, and community users by providing responsive library services and collections aligned with the organizational values and culture of the UNM-Valencia Campus along with physical and virtual learning environments that invite study, discovery, and creation and facilitate both independent and collaborative work.

Library Faculty and Staff

Library Director, Barbara Lovato, bllovato@unm.edu, L150, 925.8991:

Public Services Librarian, LeAnn Weller, lweller1@unm.edu, L148, 925.8993:

Library Information Specialist II, Cory Meyer cjmeier.edu, L144, 925.8992:

Lobo ID Card

Lobo ID cards for Students, Faculty and Staff are issued free of charge at the Library. The ID card is required for all Students, Faculty and Staff to check out material in the Library. It is also beneficial as another form of government-issued photo ID.

To get a new Lobo ID Card

Bring a government-issued form of photo identification with you, such as your driver's license, passport, or military ID. It must have a picture of you along with your name.

*Please have your UNM ID number when you come in!*

To ensure proper card function (and avoid the damage fee):

- Do protect your card from excessive heat.
- Do protect your card from becoming demagnetized by avoiding contact with cell phones, TVs, speakers, microwaves, and other portable electronic devices.
- Don't bend, fold, or otherwise mutilate your card; this means don't carry it in your back pocket.
- Don't let pets or children chew on your card.
- Don't use your card as an ice scraper or lock pick.
- Don't punch holes in your card.
"The one thing that really got me through English is knowing there was somewhere to go when I was lost in my paper. The UNM-Valencia Writing Center took a lot of stress off of me when writing. They let me know I was not alone and that we could get through it together."

— Gabrielle Calles, UNM-Valencia student

What’s available to you at the Writing Center?

- Friendly and well-trained writing consultants
- Coaching on your writing
- Help with writing in ANY subject
- Opportunities to become a better writer
- Help figuring out where to go with a writing assignment
- Computers so you can get your writing done
- Coffee and tea and a quiet place to be

In addition to in person consultations, we also offer online appointments: all the above via phone and Word Online. Email gillikin@unm.edu to arrange for an online appointment.
UNM-Valencia Writing Center Key Principles for our consultants’ work with writers:

* Respect
* Writer agency
* Hospitality
* Playfulness and fun
* Kindness

Events:

- Creative Writing Workshop
- Workshop for Multilingual Writers
- Portfolios and Pizza

What our students are saying!

She allowed me to stay in control, help me figure out my strengths for this writing assignment.

She made me feel comfortable.

She was very kind.

So nice and professional!

She makes me feel like an equal.

She listened so well — didn’t make me nervous.

She was patient and asked me questions about my work and myself. She seemed genuinely concerned about my assignment.

She let me think on my own.

She was kind, informative, and patient with me.

She is so helpful and understanding.

Come write with us!

We are located in the Learning Resource Center across from the Library.

Questions? Email Patricia Gillikin, Writing Center Director, at gillikin@unm.edu
UNM-Valencia Learning Commons
More than just Tutoring!

RESOURCES AVAILABLE

- Laptop & Calculator check-out
- Snacks Sold
- Printing Available
- Locker check-out
- Private study rooms

HOURS

- Open study tables:
  Monday - Thursday 8am-5pm
  Friday: 12pm-3pm

- Late Night Hours:
  Wednesday & Thursday 5pm-7pm
  Games Available

- Math Homework Sessions
  Daily: 8am-9am, 12pm-1pm and 3-4pm

CONTACT US

(505) 925-8907  tutor@unm.edu
Appointments Available upon request
College Success Workshops
In the Cafeteria multipurpose room
Tuesday 12:15-1:15, Wednesday 12-1
& Friday 9-10 (LRC)

• Create Your Master Syllabus
• Make a Study Plan
• APA Format
• Note Taking Strategies
• Communication with your instructor
• How to Read your Textbook
• The Writing Process -- Plan your Writing
• Organize your Paper

Additional topics announced
Fall 2019

STEM Speaker Series
Learn from professionals in the STEM career field!
September 4, October 2, and November 6
Learning Commons 4-5 PM
The University of New Mexico-Valencia Campus is seeking applicants for the S-STEM Pathways Scholarship Program for the 2019-20 academic year.

WHY APPLY?
- Up to $10,000 per academic year based on financial need, as defined by the FAFSA.
- Additional support and tutoring in math, chemistry and sciences.
- Additional support from a STEM Academic Advisor.
- Support from a STEM faculty mentor.
- Assistance with transferring in to a STEM program at a four-year institution.
- Assistance from Career Services for future employment in the STEM field.

REQUIREMENTS IF SELECTED AS AN NSF S-STEM SCHOLAR
Students need to maintain the following during the academic year:
- Admitted into a General Science (STEM track), Mathematics, Pre-Engineering or Information Technology major.
- Enroll full time (12 credits or more) per semester.
- Maintain a “B-” average (2.67 GPA) per semester.
- Enroll in the “UNIV 175: Research Methods.”

ELIGIBILITY REQUIREMENTS
Students with declared majors in STEM fields. The following majors are eligible to apply:
- General Science working toward a physical or natural science major.
- Pre-Engineering (including Computer Science).
- Mathematics.
- Information Technology.
- Must be a U.S. citizen or a permanent resident.
- Have a minimum 3.0 GPA.
- Demonstrate financial need by completing a free application for Federal Student Aid (FAFSA)

HOW TO APPLY
- Complete an online application with essay describing your career goals, academic ability and how the scholarship will support you.
- Email the following requirements to: vcfinancialaid@unm.edu (subject: S-STEM Scholarship):
  - Unofficial transcripts
  - Letter of support from a STEM Instructor, teacher or faculty member

Note: Any student with career aspirations in medical, healthcare, or clinical fields are not eligible.

APPLY AT VALENCIA.UNM.EDU
Select “Financial Aid” and then “Scholarships.” Click on the “NSF S-STEM” link

The fall 2019 scholarship deadline is August 2.

FOR MORE INFORMATION, contact Financial Aid at 925.8590 or vcfinancialaid@unm.edu
UNM-Valencia has over $100,000 in scholarship money to award to deserving students. One application automatically applies you for all eligible scholarships. To apply for UNM-Valencia Scholarships simply follow the directions below.

**Step 1.** Using your computer’s internet browser type unvalencia.awardspring.com in the address bar.

**Step 2.** Click on the **Register** tab to create an account.

**Step 3.** Enter your info and click on the **Create Account** tab.

**Step 4.** Click on the **Start Application** tab.

**Step 5.** Enter your information for each tab.

**Step 6.** When all your tabs indicate “Completed” click the **Submit Application** tab at the bottom of the page.

**Step 7.** If you have items requiring completion, they will show on your dashboard.

The fall 2019 scholarship deadline is **August 2**. If you need additional help, please visit the Financial Aid Office or call Financial Aid at 505-925-8590.
Are you a STEM-H Student Interested in Transferring?

We Can Help!

The Reaching Rural STEM Students (R2S2) Grant program has 3 partner 4-year institutions, including: New Mexico State University (NMSU), New Mexico Institute of Mining and Technology (NM Tech), and The University of New Mexico (UNM).

NMSU’s main campus is located in Las Cruces, N.M.
N.M. Tech is located in Socorro, N.M.

UNM-Main Campus is located in Albuquerque, N.M.

Fall 2019 Events

Walkabouts are personalized tours of campus, where students are able to learn about campus resources and meet with faculty, staff and/or students from their program.

- September 20 – UNM-Main Campus
- September 27 – N.M. Tech
- October 25 – NMSU
- November 8 – UNM-Main Campus
- November 15 – N.M. Tech

Transfer Tuesdays are events focused on providing students with transfer information, deadline dates, programmatic and other institutional information from our partner institutions. Transfer Tuesdays will be held in the Learning Commons.

- September 24, 2-4pm – UNM-Main Campus focus (subject to change)
- October 15, 2-3pm – NMSU and N.M. Tech focus

Register at: valencia.unm.edu/campus-resources/R2S2/transferring
Contact: r2s2@unm.edu
Transfer Student Survey

First Name: _______________________________________________________________________

Last Name: _______________________________________________________________________ 

UNM Email: ______________________________________________________________________

Cell Phone Number: ________________________________________________________________

UNM ID # (9 digit number): _________________________________________________________

What are you planning to Major in at UNM-Valencia? (Please check at least one.)

☐ Art Studio
☐ Business Administration
☐ Computer Aided Drafting (STEM)
☐ Criminology
☐ Digital Media Arts (STEM)
☐ Early Childhood Multicultural Education
☐ Elementary Education
☐ Emergency Medical Services
☐ Game Design and Simulation (STEM)
☐ General Science (STEM)
☐ Health Education
☐ Health Information Technology (STEM)
☐ Integrative Studies
☐ Information Technology (STEM)
☐ Liberal Arts
☐ Manufacturing and Industrial Technology
☐ Mathematics (STEM)
☐ Nursing (STEM-H)
☐ Pre-Engineering (STEM)
☐ Secondary Education

What 4-year institution do you plan to transfer to?

☐ New Mexico State University
☐ New Mexico Tech
☐ The University of New Mexico
☐ Other:________________________________________________________________________

What are you planning to Major in at your 4-year institution?____________________________
New Student Orientation with R²S² Evaluation

Overall, I would rate this event as… (Poor) 1 2 3 4 5 (Excellent)

How likely are you to use the resources that you have been introduced to:

<table>
<thead>
<tr>
<th>Resource</th>
<th>Very Likely</th>
<th>Somewhat Likely</th>
<th>Not Likely</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Learning Center (Tutoring and STEM Centers)</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Library</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Writing Center</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Do you feel prepared to start this semester

☐ Yes
☐ No

What is one important thing you learned today?
__________________________________________________________________________

Which presentation was the most helpful to you? Why?
__________________________________________________________________________

Which presentation was not helpful to you? Why?
__________________________________________________________________________

Do you have any suggestions on how we can improve New Student Orientation (NSO)?
__________________________________________________________________________
__________________________________________________________________________

If you transferred in from another institution, what interested you in attending UNM-Valencia?

Where did you transfer from?
__________________________________________________________________________
__________________________________________________________________________
UNDERGRADUATE STUDENT RESEARCH

The R2S2 Undergraduate Student Research program provides students with the opportunity to conduct research in a Science, Technology, Engineering, Mathematics, and Health (STEM-H) field under the guidance of a UNM-Valencia faculty member.

- Conduct research in STEM-H!
- Full year program!
- Participate in conferences & symposiums!
- Complete research lab
- Robotic equipment
- Green house facility
- Have access to: water well

If you are interested in participating in this program, please contact Miriam Chávez at mjchavez@unm.edu or Victor French at vfrench@unm.edu.
FINANCIAL LITERACY

IT’S IN YOUR BEST INTEREST!

VALENCIA
FINANCIAL LITERACY

Qualified students* will receive:

- One-on-one financial literacy coaching
- Support in financing your college education
- Support in completing your Free Application for Federal Student Aid (FAFSA)
- Scholarship application support
- Text reminders & messages with important deadlines
- Support in transferring to a 4-year institution

*Students who consent to participate, and are identified as eligible by the screening tool will be contacted for STEM-H Financial Literacy Services.

Interested?

Contact Student Success Specialist/Financial Literacy Coach Veronica L. Salcido at verosalcido@unm.edu, text 505.322.6017 or in the Financial Aid Office.
If you are taking an online class, take the online orientation to learn how to navigate Blackboard Learn:

The University of New Mexico-Valencia Campus
Blackboard Learn Orientation
ONLINE!

New Students:
- Set up your UNM Net ID. Go to netid.unm.edu

Already have a Net ID?
- Log into Lobomail. Go to lobomail.unm.edu
- Download the Microsoft Office Suite 365. Go to it.unm.edu/software
- Log into Blackboard Learn. Go to learn.unm.edu

Complete the UNM-Valencia Blackboard Learn Student Orientation in UNM Learn before the first day of classes. This Orientation may be required by instructors of online, hybrid, and web-enhanced courses.

Stay on track with the Blackboard Learn app:

The Blackboard Learn app helps you stay on track by allowing you to check your grades, announcements and upcoming assignments. You can set the app to give you push notifications when your work has been graded or when a new assignment is posted.

New Students: Be sure to set up your UNM Net ID and sign up for classes before you begin using this app.

How to get the app:
- Download the Blackboard app onto your mobile device from your app store. It is free! Be sure to choose the app with the pencil icon shown above.
- Choose “The University of New Mexico” as your school. Valencia Campus will not show up as a separate school.
- Turn on the push notifications when prompted
- You are set! You will start receiving notices for your courses.
Technology Support

Accounts:

Every student attending classes at UNM Valencia campus has two accounts.

1) The first account is your UNM Netid. This grants you access to Blackboard Learn, Lobomail, my.unm.edu and all of the perks and discounts that UNM students receive.

2) The second is your Valencia campus Netid. This allows you to sign into the computers on campus, allows you to print and gets you access to your home directory.
   If there are issues with sending or receiving email, access to Blackboard or my.unm.edu, you need to call 277-5757 for assistance.

If there are issues with logging into computers on the Valencia campus, printing or getting access to your home directory, please come by the IT offices within the LRC, put a ticket into the system by going to this website: http://valencia.unm.edu/campus-resources/technology-support/work-order-request.html or call 925-8911.

Home Directory:

Everyone is entitled to have their own home directory on our campus. This is space on our servers to store your school work. It is private in that you are the only person, other than system administrators within IT, who can see the contents. Unlike data on a local drive or a flash drive, this area is backed up, so data recovery is possible. This data is scanned for viruses to be sure that it is clean.

Computing Environments:

There are three different computing environments on campus.

1) Standard, desktop machines: You log into these machines using your Valencia Netid and password. This brings you to a typical desktop.

2) Wyse Terminal with a desktop. You do not need to log into these machines in order to use the Internet via a browser. (Firefox, IE, Chrome.) You will need to open the Student Terminal Session in order to use Student network resources. This does require you to log in using your Valencia Netid and password.

3) Wyse Terminals with a login box. You will need to use your Valencia campus Netid and Password to log into these machines. When it boots up, you will see a standard desktop.
**Printing:**

When printing from Valencia Campus machines, please select the Student_BW or Student_Color print queues. These are found under the File > Print menu.

* Please note: The queues do not auto adjust for Black and White or Color. Please choose the printing option that you want to pay for. Black and White prints are 7 cents per page. Color prints are 35 cents per page. If you print a black and white page to the color queue, you will be charged the 35 cents per page amount.

* Print jobs default to duplexed printing so you will get printing on the front and back of each page.

* If there is a blank page in your document, it will print and you will be charged at the appropriate cost for each, so please be sure that you are only printing what you need.

Printing from the Wyse machines with no initial login requirement is more complicated. You will need to either log into the student computing environment icon and print from the resulting desktop or use the Guest_BW or Guest_Color queues to print. If you choose this option, you will need to purchase a print card from the Library prior to printing your documents. The printing system will require the print card number in order to associate the print job with you.

**How to get IT Help:**

When you need to get help from IT, please do one of the following:

1) Come to our offices. We are located next to the Library and across the hall from the Writing Center in the LRC.

2) Give us a call. The number is 925-8911.

3) Use the ticketing system found here: http://valencia.unm.edu/campus-resources/technology-support/work-order-request.html

Please be prepared to give the following information:

- Your Name
- Your Netid
- Your Student number
- A contact number. This can be yours, the professor’s, or a lab number.
- Where the issue is. (Building, Room, Location within the room)
- The error message that you are seeing.

The final piece is very important. The exact wording is best. Sometimes, a reboot is all that is needed to fix issues but we will not know that without that error message.

**Save Your Data Often:**

In almost all of our lab and classroom environments, the computers are locked down. This means that all data stored on them will be wiped out when they reboot. Please save your data to your Home directory, to either UNM’s cloud storage or another provider’s cloud storage, or to your own flash drive. As stated previously, your Home directory is backed up.
# College Lingo

<table>
<thead>
<tr>
<th>Term</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Academic Year</strong></td>
<td>Starts in August during the Fall semester and ends in May after the Spring semester. Some universities may include the Summer semester.</td>
</tr>
<tr>
<td><strong>Associate</strong></td>
<td>Degree program of 60-68 credits that prepares students to transfer to a Bachelor program.</td>
</tr>
<tr>
<td><strong>Award Letter</strong></td>
<td>Documentation sent from a college or university to the student that details how much financial support the student is eligible.</td>
</tr>
<tr>
<td><strong>Banner ID</strong></td>
<td>Your UNM numerical identification number.</td>
</tr>
<tr>
<td><strong>Blackboard Learn</strong></td>
<td>The online platform instructors may use to communicate course material.</td>
</tr>
<tr>
<td><strong>Cashier</strong></td>
<td>The office that tracks and collects your tuition and fees.</td>
</tr>
<tr>
<td><strong>Certificate</strong></td>
<td>A credential awarded by a college/university to recognize the completion of curriculum other than one leading to a degree or diploma.</td>
</tr>
<tr>
<td><strong>Core Curriculum</strong></td>
<td>General education requirements for most degrees- ‘the basics’.</td>
</tr>
<tr>
<td><strong>Co-Requisite</strong></td>
<td>A course that must be taken simultaneously with another course.</td>
</tr>
<tr>
<td><strong>Course Catalog</strong></td>
<td>Booklets that contain a list of all the courses offered and information pertaining to academic policies and procedures.</td>
</tr>
<tr>
<td><strong>Credit Hour</strong></td>
<td>Unit for measuring educational credit, usually based on the number of classroom hours per week throughout a term. It is based on the amount of time you spend in a class each week.</td>
</tr>
<tr>
<td><strong>CRN</strong></td>
<td>Course Reference Numbers, courses identified by numbers usually used for registration.</td>
</tr>
<tr>
<td><strong>Curriculum</strong></td>
<td>Courses required for a degree or a diploma or a major field of study.</td>
</tr>
</tbody>
</table>
College Lingo

Dean
The head of college faculty and academic departments.

Department Chair
Typically a faculty member working in the department, who is assigned by the dean to manage the department.

Elective
Course which the student may study by choice, but which may or may not be required for the student's particular degree.

Faculty
Persons who teach classes for colleges.

FAFSA
Free Application for Federal Student Aid is a free form that can be prepared annually to determine the student's eligibility for student financial aid. (fafsa.gov)

Full time student
A student taking 12 credit hours or more per semester.

GPA
Grade Point Average. It is a standard way of measuring academic achievement.

Grant
Monetary award that generally does not have to be paid back.

Internship
A structured work experience related to a student's major and/or career goal. An internship may be paid or unpaid.

LoboWeb
LoboWeb is the internet website that gives you access to all of your data, including registration, grades, financial aid, admissions, demographic information, etc.

Net ID
A student's username; the prefix of a student's UNM email address.

PELL
Federal Pell Grant is a need-based grant which requires FAFSA to be completed in order to determine eligibility.

Pre-requisite
The required class(es) which must be passed before moving on to the next class in the sequence.

Qualifying Semester
A semester that determines whether a student can qualify for a scholarship, admittance to a program, etc.
College Lingo

Registrar
The administrative office responsible for keeping permanent records and student files, enrollment records, and administering probation.

Semester
Semesters are usually 16 weeks long. However some accelerated courses are offered in an 8 week time frame. Check schedule for start and end dates.

Syllabus
An outline or overview that contains important information about a particular course, written by your professor.

Transcript
Transcript is a permanent academic record of a college student. This shows courses taken and grades received.

Wait list
An electronic list of students who are waiting to register for a full class. Students may sign up for this when they attempt to register for a section that has reached its capacity. Typically, it is the instructor's discretion to admit students who are on the wait list.

Work-study
A financial aid program that provides part-time jobs for undergraduate and graduate students with financial need.
UNM-Valencia is a tobacco-free campus.
Important Phone Numbers

Call for advising (Advisement) ........................................................................................................ 925.8560
Call for account information (Cashier) ........................................................................................................ 925.8520
Call for FAFSA, work-study and scholarships (Financial Aid) ............................................................... 925.8590 or 925.8593
Call for book purchases (Bookstore) ........................................................................................................ 925.8801
Call for tutoring appointments (Learning Commons) ..................................................................................... 925.8907
Call Library for available hours (Library) .................................................................................................... 925.8990
Call for Valencia computer trouble shooting (Technology Support) .......................................................... 925.8554
Call for transcripts and registration questions (Registrar) .......................................................................... 925.8580
Call UNM-Valencia Main Line .................................................................................................................... 925.8500
Call UNM-Valencia Police ......................................................................................................................... 925.8570
Call for school closures (SNOW line) ........................................................................................................ 925.7669