GRADUATION REQUIREMENTS

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

In order to graduate, students must fulfill requirements of a degree plan in a catalog that is no more than six years old when the requirements for graduation are met and is no older than the year when the student began higher education coursework at NMSU.

Note: The degree plans in this catalog are effective summer, 2017, and are in effect through the spring semester 2023.

Associate Degree
To earn an Associate Degree at the NMSU Alamogordo Campus, a student must:

- Have regular degree-seeking admission status.
- Complete a minimum of 60 credits hours or more as specified in each degree. (Courses with an "N" suffix do not apply to any degree.)
- Have a cumulative GPA of 2.0 in all courses taken at NMSU.
- The last 15 credit hours must be taken through NMSU-A or any NMSU campus.

Certificate
To earn a Certificate at the NMSU Alamogordo Campus, a student must:

- Have regular admission status.
- Have at least a 2.0 grade point average.
- The last 15 credit hours must be taken through NMSU-A or any NMSU campus.

Deadline for Course Substitutions and Waivers: Latest date for substitution or waiver of required courses for degree candidates is two weeks after the last date of registration for regular or summer terms.

Filing Notice of Degree Candidacy: Degree candidates are required to file an Application for Degree or Application for Certificate for each degree or certificate sought. There is no application fee for certificates. For associate degrees there is no application fee if submitted by the initial deadline noted in the Important dates calendar. Any degree application submitted after the initial deadline but before the final deadline will be assessed a late fee of $25 for each associate degree. This fee will be included in the total cost for the semester or session in which the candidate anticipates completing degree requirements. If degree/ certificate requirements are not completed during the semester or session, the degree/certificate will be denied and the student must reapply. The Application for Degree form is available online through the MyNMSU website. No applications will be accepted after the posted final deadline date.

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

The 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.

Attendance at Commencement: The Vice President for Student Success confirms eligibility to participate in commencement exercises held at the close of the spring semester. Eligible candidates (registered for final degree requirements, as verified by an Academic Advisor) and degree recipients from the previous summer, fall, or current spring semester may participate in the ceremony which is held at the end of every spring semester. Participation in commencement does not, in itself, mean that a student is considered an NMSU-A graduate. In order to receive a degree, a student must fulfill university requirements. The degree will reflect the graduation date from the application for degree in which all degree requirements were met.

Diplomas: Diplomas will be mailed to graduates approximately eight weeks after final grades have been processed by the Registrar’s office, concluding a final degree audit by the individual Colleges. The diploma will be mailed to the address specified on the degree application, unless an address change has been requested before the end of the semester.

The name on the diploma will reflect the student’s current official NMSU records. Name changes are processed only for currently admitted students. The degree title and major(s) will be printed on the diplomas, in accordance to the degree application award, determined by the academic colleges. Academic honors will also be printed on the diplomas below the degree and major(s).

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

Recognition of Degrees and Certificates: Degrees and certificates earned are recorded on the student’s academic record.

Transcript of Credits: An official transcript, the University’s certified statement of the student’s complete NMSU academic record in chronological order by semester and year, includes coursework, grades, and degrees earned. Credit hours earned through transfer work are not listed in detail, but do appear as cumulative totals. Transcripts are available as digitally signed PDFs or printed copies. Transcripts can be ordered online at http://registrar.nmsu.edu/transcripts/. A fee is charged.

The name on the transcript will be the same as on the official NMSU records. Name changes are processed only for current students. No transcript will be released if the student is in debt to the university.