resources for students

advising
individual academic advising is available to all current and potential students. advisors help individuals understand and utilize placement test results, set and reach academic goals, decide upon a major course of study, select appropriate courses and facilitate successful transfer to a four-year institution. to make an appointment, call (575) 234-9337 or visit the counseling & student development center in room 107 of the main building.

Campus Health Center
Mission: To provide outpatient, on campus medical support for students and employees of NMSU-C.

Medical Services Provided:
• Routine care for illness (acute & urgent)
• Family Planning
• Physical and Women’s Health Exams
• STD Testing
• Referral Assistance
• Health Education
• Immunizations
• Smoking Cessation, Blood Pressure and Vision Screenings
• Mental Health Consultations by Appointment

Counseling and Student Development
The Counseling and Student Development Center (CSDC) located in Room 107 coordinates services for students. See section Counseling and Student Development Center (http://catalogs.nmsu.edu/carlsbad/academic-support-services-student-activities) for details.

Distance Education
The Office of Distance Education extends New Mexico State University’s reach beyond traditional programs to provide opportunities for students to meet their academic, professional and personal learning goals. Distance Education courses from NMSU are delivered using the most innovative technology and methods available, including web-based technologies, ITV (Interactive Television), faculty exchanges and off-site classes.

Distance Education (DE) programs are designed to serve students who live a significant distance away from the campus or have scheduling conflicts due to family or work obligations and often find distance education as the best solution to educational advancement. DE at NMSU is defined as the formal education process of delivering instruction so that students physically remote from the campus of program origin and/or instructor may participate. Distance education degree programs at NMSU are delivered using both a variety of formats including 100% online, or combination of ITV, online and face-to-face instruction at the Las Cruces campus or off-site locations such as NMSU community college campuses. Visit http://distance.nmsu.edu/degrees/index.cfm for a complete listing of programs.

Degree Audit
Students have access to Degree Audit System (STAR) available through their student online account at http://my.nmsu.edu. To self-check progress toward a degree, students must select the college, the degree and the year they met the requirements. The reports are self-explanatory. See an advisor for assistance, if necessary.

Off-site/Extension Programs
Distance education programs listed under this category are delivered primarily face-to-face at off-site/extension locations. Often, these courses will enhance instruction and learning with technology. Programs are located at NMSU two-year and Albuquerque Center campuses as well as other locations through the state. Several degree programs are available at one or more off-site/extension locations. Visit http://distance.nmsu.edu/degrees/index.cfm for a complete listing of programs.

Technology-Based Programs
Distance Education programs listed under this category are delivered primarily using distance learning technologies. In some cases, programs may require brief residencies on the Las Cruces campus for orientation, assessment, or other activities. Technologies used to deliver distance learning education include:
• Instructor Canvas – the learning management system, enables instructors to utilize the Internet in the delivery of a course
• Adobe Connect – the web-conferencing system, offers a synchronous Web delivery solution for conducting virtual or live classroom events through the Web
• Instructional Media Services – provides course delivery through a variety of synchronous and asynchronous technologies. Courses may use what is known as a “blended approach” to instruction by integrating two or more types of technologies shown above to promote engaging and effective learning.

ID Card Services
The NMSU Aggie ID Card is the primary source of student identification for the campus. The Aggie ID Card serves as a membership card for meals, Aggie Cash, as a key in some residential buildings, carries proof of eligibility for access to athletic events and allows for other student services. This information is added to your card after registration for classes and financial arrangements have been completed. Please visit idcard.nmsu.edu (http://idcard.nmsu.edu) for more information.

Aggie Cash is a pre-paid account that allows you to use your Aggie ID Card to make purchases at locations all over campus. The NMSU Enhanced Aggie ID Card allows your student card to also be your Wells Fargo debit card. The Business Office has the information you will need. For more information please contact us at (575) 234-9200.

Information and Communication Technologies
Information and Communication Technologies (ICT) provides the university community with the computing resources and services that support the educational, research, and public service missions of the university. The resources include NMSU’s central computing systems, the network that supports the systems and the wired and wireless...
functionality through which the internet is accessed. ICT also provides support for NMSU technology users through its Help Desk. For further information, contact ICT at (575) 234-9448.

**Student Accessibility Services**

For a complete listing of services offered, please see section in Academic Support Services, Costs, Campus Resources, Student Activities (http://catalogs.nmsu.edu/carlsbad/academic-support-services-student-activities).

**Student Life and Government**

Although NMSU Carlsbad does not maintain dormitories, the Student Services Office can be instrumental in helping students locate suitable housing.

Academic programs and student activities at NMSU Carlsbad are available to all students without regard to race, ethnic origin, creed, religion, gender, sexual orientation, disability or national origin. Students who possess a disability that impacts a major life activity may request and receive academic accommodation assistance as appropriate.

To begin the process of securing academic accommodations, students must first self-identify with the Student Accessibility Services Coordinator in the Counseling and Student Development Center. Visit room 107 or call 234-9321 to make an appointment.

The provisions of this catalog are not regarded as a contract between the students and NMSU Carlsbad. The college reserves the right to alter, amend or revoke any rule or regulation and to otherwise change any provision or requirements when such action will serve the interests of the student or the college. Our policy is to give advance notice of such changes whenever feasible. Unless the change in a rule or regulation specifies otherwise, it shall become effective immediately. Without limiting the extent of its powers to alter, amend or revoke rules and regulations associated with its delivery of instruction and academic support services, NMSU Carlsbad reserves the right to make changes in degree requirements in agreement with NMSU-Las Cruces, by:

- Altering the number of credits and/or courses required in a specific certificate or associated degree program;
- Delete courses;
- Amending courses by increasing or decreasing the credits of specific courses or varying the content of specific courses;
- Offering substitute courses in the same or cognate field; and/or
- Adding, altering or deleting academic programs, related offerings and support services.

Whenever curricular changes alter an enrolled students’ program and academic progress toward graduation, NMSU Carlsbad will make every reasonable effort to help that student complete his or her studies in a timely manner. Faculty and academic advisors may assist any enrolled student in planning a program of study. The final responsibility for meeting the requirements for graduation, however, remains with the student.

**Testing Services**

The Test Center is located in Room 221 in the Main Building on the second floor. The Testing Services Office is located in Room 2J in the Main Building also on the second floor. The office hours are Monday, Tuesday and Thursday from 9:30 am – 6:30 pm and Wednesday and Friday from 8:00 am – 5:00 pm. Summer Session hours are Monday through Thursday 7:00 am – 6:00 pm. The office phone number is (575) 234-9322. The office provides testing for High School equivalency HiSET Paper/Pencil option and the Pearson Vue GED Computer based option. The office also provides testing for the NMSU Carlsbad Pre-Nursing program HESI A2 and College Placement testing for Dual Credit students and for incoming College freshman. The office also provides WORKKEYS Certification exams for College students earning one year certificates. CAAP Testing is also provided for College students earning two year associate’s degrees. Testing for other colleges is also provided for $30.00 an hour.