

# STUDENT RESOURCES

## NMSU Global Campus Online Tutoring Services

As an NMSU Global Campus student, you have unlimited, accessible, and convenient online tutoring options through NMSU Campus Tutoring Services. We offer individual and small group tutoring online via NMSU Zoom.

Campus Tutoring Services, led by subject expert student peer tutors, will enhance your academic studies, giving you control over learning process by developing your confidence and commitment to learning. Campus Tutoring offers a strong and integrated academic support service to students led by experienced and nationally accredited student peer tutors. CTS Peer Tutors are the only College Reading and Learning Association (CRLA) certified tutors that serve the entire NMSU campus.

Online Tutoring is also available through BrainFuse.com ([https://www.brainfuse.com/highed/helpNow.asp?a\\_id=BACE164E&ss&r&fbclid=IwAR0YCNKXKYCDetiRUY8bimyDUPSQOE804g-miHqQMWhhQnVHG471winvD4](https://www.brainfuse.com/highed/helpNow.asp?a_id=BACE164E&ss&r&fbclid=IwAR0YCNKXKYCDetiRUY8bimyDUPSQOE804g-miHqQMWhhQnVHG471winvD4)) seven days a week from 2pm-11pm MT:

To set up an appointment with Campus Tutoring Services (<https://campustutoring.nmsu.edu/>) or visit us in Corbett Center Student Union, Room 206, (575) 646-6050.

## Books, Supplies, Parking and Transportation

The New Mexico State University bookstore and parking office are both conveniently located at the corner of Jordan Street and University Avenue. The bookstore provides an avenue for students to obtain assistance with purchasing required books and supplies, along with spirit wear and numerous tech and specialty items. The Parking & Transportation office assists with parking permits and transportation services questions.

## NMSU Global Campus Career Exploration and Job Search

Are you ready to find the career of your dreams? NMSU Global Campus is here to guide you with exceptional career advising that incorporates career planning, job shadowing and internship opportunities. NMSU Global Campus career guidance will prepare you to be ready to meet the demands of highly skilled job positions and career fields now in the 21<sup>st</sup> century!

You will launch your career plans through Handshake – our online NMSU Career Management system that offers a comprehensive array of career programs and services: <https://nmsu.joinhandshake.com/login> (<https://nmsu.joinhandshake.com/login/>)

*We understand as an online student, developing job experience and finding employment while attending college can be tricky. The following programs will develop your career goals and experience and may offer face to face or online/remote positions in your area:*

- **On-Campus Employment:** Information is available for part-time employment through work-study, regular student employment, and graduate level programs. Available opportunities are advertised

on Handshake at <https://nmsu.joinhandshake.com/login> (<https://nmsu.joinhandshake.com/login/>)

- **Off-Campus Employment:** Part and full-time jobs in Las Cruces, requiring general or very specific qualifications, are listed on Handshake and candidates may contact the employers for referrals.
- **Cooperative Education, Internship Programs and Experiential Education:** Information is available in Handshake on Cooperative Education and Internship opportunities offered by government, nonprofit organizations and business/industry. If you are interested in experiential education please register with the Cooperative Education & Internship Program Coordinator any time after your first semester on campus.
- **Career Fairs:** Watch for future Information on NMSU Global Campus Online Career Fairs. Students can meet employers online and discuss job opportunities several times a year or by attending a Career Fair on the Las Cruces campus. <https://oel.nmsu.edu/career-events/career-fairs-future-dates.html>
- **Career Exploration and Advising:** Schedule a meeting with a career advisor online to explore career and major options as well as develop job search materials such as resumes and cover letters. For information about career advising: <https://oel.nmsu.edu/> **Academic Online Advising - Center for Academic Advising and Student Support**

We understand our NMSU Global Campus students may need to meet with an academic advisor on their own time schedule in the online environment. The Center for Academic Advising and Student Support (CAASS) is the central location for academic and career advising online and on campus.

CAASS advisors teach undergraduate students how to define and achieve their academic, personal, and career goals for college. Not only do academic advisors help students plan for registration each semester, the primary focus of guidance and advising is supporting students as they navigate the university by explaining degree requirements, clarifying policies and procedures, and informing students of resources that will support their success. All undergraduate degree-seeking students will be assigned a CAASS academic advisor.

Contact: <https://global.nmsu.edu/current-students/advising/>, or visit NMSU Educational Services, Suite 200, or call 575-646-2941. Current NMSU Global Campus students can use Navigate (<https://nmsu.navigate.eab.com>) to schedule academic advising appointments with their advisor.

Schedule your online academic advising meeting with NMSU Global Campus Academic Advisor here (<https://global.nmsu.edu/current-students/advising/>).

## Cooperative Education and Internship Program for NMSU Global Campus

NMSU has a national reputation for its Cooperative Education (Co-op) and Internship Program. Today's competitive employment market highly encourages you as a NMSU Global Campus student to participate in an experiential learning experience connected with your major as you complete your college degree. By participating in the Co-op / Internship Program, you will integrate academic theory and practical application in an actual job and potential career. Co-op / Internship assignments provide an array of work experiences with employers in business, industry, government and nonprofit organizations.

***We understand as an NMSU Global Campus online student, developing job experience and finding employment while attending college can be a challenge. A COOP or Internship offers valuable career training experience. Check with The Office of Experiential Learning for possible face to face or online/remote positions in your area.***

Continuing full-time students are eligible for all Co-op / Internship work assignments and must be completed prior to graduation. For each semester (spring, summer, & fall) that a student completes an approved Co-op / Internship, a notation is placed on his/her official academic transcript.

*To earn the permanent official notation on the academic transcript, required documentation must be completed and turned in on time to the Cooperative Education & Internship Program Coordinator before and after each Co-op / Internship assignment.*

You may register full-time for one or more Co-op / Internship positions throughout the U.S.; and each Co-op / Internship position will last the duration of an academic semester. While on a full-time Co-op / Internship, you will have full-time academic status with NMSU, which protects enrollment status, financial aid status, scholarship status, and other student eligibilities.

You may also register part-time for a Co-op / Internship position, also known as a parallel Co-op / Internship. Employers are generally located within commuting distance of the university. While on a part-time Co-op / Internship, students work approximately 20 hours per week concurrently with full-time academic enrollment.

If you are interested in cooperative education or an internship, register with the Cooperative Education and Internship Program, and complete all registration requirements. Required activities include accessing the student's NMSU Handshake Account and completing an online orientation session. NMSU Global Campus students are responsible for submitting required enrollment forms, a mid-semester follow-up, and a program evaluation by both you and the employer. International students participating in a Co-op / Internship must follow the application and approval process for Curricular Practical Training (CPT) through the International Student and Scholar Services office along with the Cooperative Education and Internship Program process.

For additional information regarding the Cooperative Education and Internship Program contact or visit us online at: <https://oel.nmsu.edu/internships/internships.html>

Visiting the NMSU - Las Cruces campus? We are located in the Garcia Center, 3024 Locust St. Room 224,

- Phone: (575) 646-4115
- E-mail: [coop@nmsu.edu](mailto:coop@nmsu.edu)
- Website: <https://nmsu.joinhandshake.com/login>

## Corbett Center Student Union

If you live near or are visiting the NMSU Las Cruces campus, Corbett Center Student Union (CCSU) serves as the center for campus life, providing programs and services for students and other members of the university community. CCSU is a place to study, relax, meet with student groups, eat, work or play, CCSU offers students, faculty, staff and visitors a variety of services and activities. The student union is home to several student focused administrative offices including Student Involvement & Leadership Programs, Conference Services, Associated Students of NMSU (ASNMSU), Housing & Residential Life, Campus Dining

Services, Dean of Students, the Tutoring Center, the student operated radio station, KRUX-FM, and the Round Up newspaper. Services offered at CCSU include an auditorium, meeting rooms, multiple dining facilities, ATMs, a computer lab, study areas, post office, and game room.

For more information contact:

Corbett Center Information Desk

1600 International Mall  
MSC CC, PO Box 30001  
Las Cruces, NM 88003

Phone: (575) 646-4411

Email: [ccsu@nmsu.edu](mailto:ccsu@nmsu.edu) or <https://ccsu.nmsu.edu>

## NMSU Global Campus

NMSU Global Campus (<https://global.nmsu.edu>) includes 100% online undergraduate and graduate degrees, doctorates, certificates, and microlearning courses. NMSU Global Campus serves students who need the flexibility of anytime, anywhere learning to pursue their education and career goals. There are 70+ programs and 500+ courses available to prepare students for careers and graduate study.

## Education Abroad

Education Abroad, a unity within the Office of Experiential Learning, assists colleges and departments with integrating education abroad into the undergraduate and graduate curriculum. Learn more here (<https://educationabroad.nmsu.edu/>).

## ID Card Services

The NMSU Aggie ID Card is the official identification card that provides access to services offered at NMSU. The Aggie ID Card serves as a membership card for Aggie Cash, Aggie Print, proof of eligibility for access to athletic events and allows for other student services. This information is added to Aggie ID Card after registration for classes. Please visit [idcard.nmsu.edu](https://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 is your Aggie ID and Wells Fargo bank account all in one! The Parking & ID Card Services Office in the New Mexico State University Bookstore has the information to link your Wells Fargo account to your Aggie ID. For more information please contact us at (575) 646-2306.

## Information and Communication Technologies

Information and Communication Technologies (ICT) provides the university community with the computing and communication resources and services that support the educational, research, and public service missions of the university. These 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 operates the student computer labs found throughout the Las Cruces campus; maintains and manages laptop, camera, and projector checkout and rental for students; provides network registration of internet connected devices which is required for access to the NMSU network; and provides student printing known as Aggie print. Information about specific resources are available at <https://studenttech.nmsu.edu/> ICT

also provides support for all NMSU technology users through the ICT Help Desk.

For further information, contact:

Information and Communication Technologies (ICT)  
MSC 3AT, PO Box 30001  
Las Cruces, NM 88003-8001  
Phone: (575) 646-1840  
email: [help@nmsu.edu](mailto:help@nmsu.edu)

ICT's web homepage can be found at <https://ict.nmsu.edu>. ICT's Helpdesk webpage can be found at <https://inside.nmsu.edu/help/>. The helpdesk is located in room 105 of the Hardman and Jacobs Undergraduate Center. ICT's Student Technology and Planning Department's webpage can be found at <https://studenttech.nmsu.edu/>.

## National Student Exchange Program

Learn more here (<https://educationabroad.nmsu.edu/>)!

## New Mexico State University Library

The New Mexico State University Library offers access to research and general collections in two library facilities located in the heart of the campus. Zuhl and Branson libraries house over millions of items and provide electronic access to scholarly journals, databases, and digital collections for general academic and discipline-specific research. The Archives and Special Collections Department at Branson Library holds unique research archives and rare books related to the history and cultural heritage of New Mexico, the U.S./Mexico border region and the Southwest, as well as the original records of the university. A professional team of faculty and staff dedicated to student success provides reference assistance and research support. A variety of quiet work areas, collaborative group spaces, and private study rooms offer a safe environment conducive to study and research. More information may be found at <https://lib.nmsu.edu>.

## Office of Experiential Learning

The Office of Experiential Learning (OEL) provides comprehensive and quality hands-on learning opportunities that assists students with their experiential educational and career goals. OEL encompasses a variety of programs including Corporate Relations and Career Events, Cooperative Education and Internship Program, Education Abroad and National Student Exchange, Community Engagement and Outreach, and the Passport Acceptance Facility. Corporate Relations and Career Events and the Cooperative Education and Internship Program seek to foster self-direction and personal responsibility as well as assisting students with their career and employment goals by increasing knowledge through real life experiences in order to obtain gainful employment upon graduation.

Community Engagement and Outreach focuses on assisting students with opportunities to apply what they have learned in the classroom into real life settings, which lends to develop soft skills in areas such as demonstrated complexity of understanding, problem analysis, problem-solving, and critical thinking, which leads to greater academic learning, leadership skills, and personal efficacy. When used as a way to give back through service learning and volunteering, community engagement and outreach aims at improving social responsibility and citizenship skills with hopes of Aggies continuing to have greater involvement in community engagement after graduation.

Education Abroad and National Student Exchange provides Aggies an exciting opportunity to continue their education inside and outside

of the continental U.S. Studying abroad is great way to learn in an immersive environment as is studying in other areas in the U.S. through National Student Exchange. It is so much more than what students learn in a classroom. Education abroad gives students the opportunity to take classes in a new context as well as provides the opportunity for students to learn and understand different cultures and nationalities. Students who take advantage of education abroad experience academic and personal growth. The Office of Experiential Learning also provides students with an on campus Passport Acceptance Facility Office which provides ease of access to obtain a U. S. Passport to experience the world abroad.

Our goal is to continue to research and introduce innovative initiatives that will offer increased opportunities for Aggies to attain well-rounded experience. For more information about services offered by the Office of Experiential Learning, please call (575) 646-1631.

## International Students and Scholar Services

The Office of International Students and Scholar Services has more information here: <https://isss.nmsu.edu/>

Prohibition of All Forms of Unlawful Discrimination

For more information: <https://arp.nmsu.edu/chapter-3/3-25/> (<https://arp.nmsu.edu/chapter-3/3-25.html>).

To report an incident, go to: <https://equity.nmsu.edu/home/incident-report.html>

## Disability Access Services

In compliance with the federal regulations outlined in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 2008, NMSU is committed to providing accommodations and academic adjustments to ensure equal access for students with disabilities. Students who wish to request an accommodation or academic adjustment for face-to-face and online classes, practicums and internships must follow the established procedures for self-identification by completing the intake process with Disability Access Services (DAS). Our office also receives and processes housing accommodation determinations for students residing in student housing.

For more information, please visit our website or come by the DAS office in Corbett Center Student Union:

Room. 204  
MSC 4149, PO Box 30001  
Las Cruces, NM 88003-0001  
(575) 646-6840  
Email: [das@nmsu.edu](mailto:das@nmsu.edu)  
<https://das.nmsu.edu>

## Student Success Centers for NMSU Global Campus Students

The Student Success Center provides services to assist NMSU Global Campus students in reaching their academic potential. The Student Success Center provides study skills assistance in such areas as: time management; memory; concentration; note taking; reading; test preparation; test taking; math; science; speed reading; critical thinking; financial wellness, as well as graduate school and professional skills test preparation. In addition, the Student Success Center provides career-

focused services such as resume/cover letter reviews, mock interviews, and assistance with completing Handshake profiles. The services are available to students in the following formats:

1. Individualized consultations are provided to any student who walks in at the Student Success Center
2. Learning strategies, study-skills and career-focused workshops provide quick assistance in one-hour presentations offered throughout the semester.
3. Professional and graduate school workshops provide development in such areas as speed reading, preparing for graduate school, preparing for the GRE Test.
4. Student Success Center staff provide outreach presentations on learning, study-skills and career-focused topics to classes, programs and organizations on campus.
5. Individual and group financial wellness services are provided through the Nusenda Center for Financial Capability which is housed in the Student Success Center.

For comprehensive information on all programs and services offered by the Student Success Center please visit us at the Hardman and Jacobs Undergraduate Learning Center Room 128, call (575) 646-3136, or review our services online at <https://ssc.nmsu.edu>. (<https://ssc.nmsu.edu>)

## Testing Services for NMSU Global Campus Students

NMSU Global Campus offers Testing Services for all online students.

Test information and registration materials are available for the following tests:

- American College Testing Assessment (ACT);
- College Level Examination Program (CLEP);
- High School Equivalency (HSE) (GED/HiSET);
- Graduate Record Exam (GRE);
- Miller Analogies Test (MAT);
- Pearson VUE Test Site;
- PRAXIS Series;
- Pre-Professional Skills Test (PPST);
- New Mexico Teacher Assessments;
- and others.

For more information contact:

DACC/NMSU Testing Services  
MSC 3DA, PO Box 30001  
Las Cruces, NM 88003  
Phone: (575) 528-7295  
<https://dacc.nmsu.edu/admissions/testing-services.html>

## Tutoring Services

NMSU Global Campus students unlimited, accessible and convenient tutoring options to supplement their academic experience for our most in-demand courses on campus. Campus Tutoring offers individual and small group tutoring in-person and online via NMSU Zoom.

Campus Tutoring Services, led through a peer tutor model, enhances student's self-belief, giving students control over learning processes and developing confidence and commitment to learning. Campus Tutoring offers a strong and integrated academic support service to students led

by experienced and nationally accredited peer tutors. CTS Peer Tutors are the only College Reading and Learning Association (CRLA) certified tutors that serve the entire NMSU campus.

For more information on Campus Tutoring Services, please visit us in Corbett Center Student Union, Room 206, call (575) 646-6050, or review our services at [campustutoring.nmsu.edu](http://campustutoring.nmsu.edu)

## TRIO Student Support Services Program for NMSU Global Campus Students

The TRIO Student Support Services program offers academic and social support to ensure that program participants succeed at New Mexico State University. TRIO SSS uses a holistic approach in providing essential services to participants. Services include tutoring, mentoring, and strategies to assist participants in reaching their academic potential. Tutors and Mentors are certified by the College Reading and Learning Association and assist participants with tutoring, developing study strategies, adjusting to college, learning and using campus resources, developing effective study skills, accessing financial aid, using academic peer pre-advising, staying motivated and dealing with personal issues associated with college.

To qualify for the program, students must be a first generation college student (neither parent received a four-year baccalaureate degree), meet income guidelines set by the US Department of Education, demonstrate an academic need or have a learning or physical disability. Admission to the TRIO Student Support Services is highly competitive with only 350 slots available for eligible students.

For comprehensive information regarding services offered by the TRIO Student Support Services Program please visit at the Student Success Center located in the Hardman and Jacobs Undergraduate Learning Center Room 128, call (575) 646-1336, or visit our website at <https://triosss.nmsu.edu>