

# Curricula and Degrees

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## Academic Curricula and Degree Requirements

### Associate Degrees and Certificates

The Associate of Arts and Associate of Science degrees are designed for students who intend to transfer to a four-year college or university, with the transfer of credits subject to receiving institutions policies. Generally, institutions within the state have articulated courses and programs to effect an easy transition.

The Associate of Applied Science degree is designed to provide employment skills for the student. While not intended for transfer, select courses within the degree may transfer depending on the receiving institution. Students planning to transfer to a four-year institution should confer with an advisor regarding transferability.

Certificates in many programs are designed primarily for students not currently pursuing an associate degree. Courses taken as part of a certificate program are accepted toward an associate degree in that field.

All degrees and certificates offered by UNM–Valencia Campus are listed below. This list may not be complete since program development is ongoing. Students should check with their advisor or the instructional division for a current listing.

### Associate of Arts

- Business Administration
- Criminology
- Early Childhood Multicultural Education
- Education
  - Elementary Education Option
  - Secondary Education Option
- Liberal Arts

### Associate of Science

- Emergency Medical Services
- General Science (including Pre-Professional Course Requirements in the Health Sciences)
- Health Education

### Associate of Applied Science

- Computer-Aided Drafting
- Construction Technology
- Digital Media Arts
- General Studies
- Information Technology
- Office and Business Technology

### Certificates

- Computer-Aided Drafting
- Digital Media Arts
- Early Childhood Multicultural Education
- Education
  - Elementary Option
  - Secondary Option

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- Group Fitness Instructor Leadership
- Information Technology
- Job Skills
- Office and Business Technology
- Studio Art

## Health Sciences Programs

In addition to degree and certificate programs, UNM-Valencia offers four health sciences programs, most of which can be completed in a single semester. These programs prepare students for immediate employment in an entry-level health field.

- Certified Medication Aide
- Certified Nursing Assistant
- Personal Care Attendant
- Phlebotomy Technician

## General Education and Program Requirements

Associate degree curricula require a variety of courses to broaden a student's understanding of the world as well as prepare students for employment or advanced study in their fields. Curricula therefore stress the student's major subjects, but also include general education courses.

There are two General Education tracks for students to consider. The first is the UNM Core Curriculum; it is for students who intend to continue their studies with UNM. The other is the Lower-Division General Education Common Core at New Mexico's Public Colleges and Universities, which will be referred to as the NM Common Core; it is for students who intend to

transfer to other four year colleges in New Mexico, such as New Mexico State University, Eastern New Mexico University, Highlands University, or Western University.

The courses required of each General Education requirements are, for the most part, quite similar. However, there are some significant differences which must be carefully considered. Students are highly encouraged to consult with an advisor prior to selecting any General Education electives.

## The University of New Mexico Core Curriculum

*Note: Follow this General Education Core if you are continuing your education with the University of New Mexico*

The University has adopted a revised Core Curriculum as of Fall 2003 which all undergraduate students must complete as part of their baccalaureate program. The Core consists of several groups of courses designed to enhance each student's academic capabilities. Its goal is to give all students at the University a grounding in the broad knowledge and intellectual values obtained in a liberal arts education and to assure that graduates have a shared academic experience. The required courses encourage intellectual development in seven areas of study: writing and communication; social and behavioral sciences; mathematical reasoning; scientific methods in the physical and natural sciences; the humanities; the fine arts; and languages. The Core consists of lower-division courses which develop these skills and abilities, and students are strongly encouraged to complete the Core early in their college careers. Individual student substitutions should

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be minimal and are discouraged. Except where noted (see “Alternative Credit Options” in the Undergraduate Admissions section of the UNM Catalog), students may apply AP or CLEP credit to the Core requirements.

Departments and colleges may restrict student choices within the Core to meet departmental and college degree requirements. A grade of C (not C-) is required in all courses used to fulfill the requirements of the Core Curriculum. Courses taken CR/NC can be applied to the core, subject to general University and individual college and department regulations on the number of credits that can be taken CR/NC and the applicability of courses taken CR/NC to the individual degree.

The University recognizes, however, that the highly structured nature of many degree programs and the presence of numerous transfer and non-traditional students requires flexibility on its part. Transfer and reentering students will receive advising in the college and department to which they are admitted in order to establish an appropriate program which will meet their needs and the aims of the Core. Where degree program requirements are so structured that a student’s total academic program credits would be increased by taking a Core course in a particular Core area, a department may approve a blanket substitution of a course in a particular Core area for all students pursuing an undergraduate degree in that particular program. Approval of substitutions or exceptions is handled on a department and college basis.

The basic Core Curriculum requires approximately 37 hours of courses in seven areas of study.

- 1. Writing and Speaking (9 hours):** English (ENGL) 101 and 102 plus an additional course chosen from ENGL 219, 220; Communication and Journalism (CJ) 130; Philosophy (PHIL) 156.
- 2. Mathematics:** One course chosen from MATH 121, 129, 150, 162, 163, 180, 181, 215, STAT 145.
- 3. Physical and Natural Sciences:** Two courses, one of which must include a laboratory, chosen from Anthropology (ANTH) 150 and 151L, 121L (lab required), 160<sup>1</sup> and 161L<sup>1</sup>; Astronomy (ASTR) 101 and 101L; Biology (BIOL) 110 and 112L, 123 and 124L, 201 and 202; Chemistry (CHEM) 111L (lab required), 121L (lab required) or 131L1 (lab required), 122L (lab required) or 132L<sup>1</sup> (lab required); Earth and Planetary Science (EPS) 101 and 105L, 201L (lab required); Environmental Science (ENVS) 101<sup>1</sup> and 102L<sup>1</sup>; GEOG 101<sup>1</sup> and 105L<sup>1</sup>; Natural Science (NTSC) 261L (lab required), 262L (lab required), 263L (lab required); Physics (PHYS) 102<sup>1</sup> and 102L<sup>1</sup>, 105<sup>1</sup>, 151 and 151L, 152 and 152L, 160<sup>1</sup> and 160L<sup>1</sup>, 161<sup>1</sup> and 161L<sup>1</sup>.
- 4. Social and Behavioral Sciences (minimum 6 hours):** Two courses chosen from American Studies (AMST) 182<sup>1</sup>, 185<sup>1</sup>; Anthropology (ANTH) 101, 130; Community and Regional Planning (CRP) 181<sup>1</sup>; Economics (ECON) 105, 106; Engineering-F (ENGF) 200<sup>1</sup>; Geography (GEOG) 102<sup>1</sup>; Linguistics (LING) 101 (AOA Anthropology 110); Political Science (POLS) 110, 200,

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220<sup>1</sup>, 240<sup>1</sup>; Psychology (PSY) 105; Sociology (SOC) 101.

**5. Humanities (6 hours):** Two courses chosen from American Studies (AMST) 186<sup>1</sup>; Classics (CLST) 107<sup>1</sup>, 204<sup>1</sup>, 205<sup>1</sup>; Comparative Literature and Cultural Studies (COMP) 223<sup>1</sup>, 224<sup>1</sup>; English (ENGL) 150, 292<sup>1</sup>, 293<sup>1</sup>; Foreign Languages (MLNG) 101<sup>1</sup>; History (HIST) 101L, 102L, 161, 162; Honors Legacy Seminars (UHON) at the 100<sup>1</sup>- and 200<sup>1</sup>-level; Philosophy (PHIL) 101, 201<sup>1</sup>, 202<sup>1</sup>; Religious Studies (RELG) 107, 263<sup>1</sup>, 264<sup>1</sup>.

**6. Foreign Language (non-English language; minimum 3 hours):** One course chosen from any of the lower-division non-English language offerings of the Departments of Linguistics (including Sign Language – SIGN), Spanish (SPAN) and Portuguese, Foreign Languages and Literatures, and foreign languages in other departments and programs.

**7. Fine Arts (minimum of 3 hours):** One course chosen from Architecture (ARCH) 101<sup>1</sup>; Art History (ARTH) 101, 201<sup>1</sup>, 2021; Dance (DANCE) 105<sup>1</sup>; Fine Arts (FA) 284<sup>1</sup>; Media Arts (MA) 210<sup>1</sup>; Music (MUSE) 139, 140; Theatre (THEA) 122. Students may elect to take one 3-hour studio course offered by the Departments of Art and Art History, Music, Theatre and Dance, and Media Arts to fulfill this requirement.

<sup>1</sup>These courses are not generally offered at UNM-Valencia.

## New Mexico Common Core

*Note: Follow this General Education Core if you will be transferring to another four year institution in New Mexico*

This list of courses, consisting of 35 credit hours, has been developed by the public colleges and universities of New Mexico as an aid to student transfer between public institutions. Students who contemplate transferring to New Mexico four year colleges other than the University of New Mexico (e.g., New Mexico State University, Eastern New Mexico University, Highlands University, or Western New Mexico University) are advised to select courses consistent with this list in order to assure that their work will apply to future degree requirements. Students should consult campus advisors for help in selecting specific courses.

According to state law, and as detailed in a regulation of the New Mexico Commission on Higher Education, each public university within New Mexico will (a) accept in transfer toward bachelor's degree programs all work completed satisfactorily by a student at another regionally accredited public institution within New Mexico and consistent with this common core and (b) will guarantee application of that work toward graduation requirements for a bachelor's degree. Each university may prescribe additional general education requirements unique to its institution or certain programs, but such requirements must apply equally to students originating their study at that institution.

The following are the five general areas of the NM Common Core. In each instance the corresponding UNM courses which are offered at UNM Valencia are listed. Corresponding UNM Core Curriculum and non-Core courses offered at UNM-Valencia are listed by each sub-area in italics.

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## Area I: Communications

Three courses (9 credit hours total) selected from the following:

a) One course (3-4 credit hours) in college-level English composition.

**UNM Core Curriculum:** ENGL 101.

b) One course (3 credit hours) in college-level writing (a second course building on the above).

**UNM Core Curriculum:** ENGL 102 or ENGL 219.

c) One course (3 credit hours) in oral communication.

**UNM Core Curriculum:** CJ 130; non-Core: CJ 221 or CJ 225.

## Area II: Mathematics

One course (3 credit hours total) selected from any one of the following:

a) One course (3 credit hours) in college algebra.

**UNM Core Curriculum:** MATH 121 or MATH 150.

b) One course (3 credit hours) in calculus.

**UNM Core Curriculum:** MATH 162 or MATH 180.

c) One course (3 credit hours) selected from other college-level mathematics.

**UNM Core Curriculum:** MATH 129.

## Area III: Laboratory Science

Two courses (8 credit hours total), both of which must include a lab, selected from any one or two of the following:

a) One or two courses (4-8 credit hours) in general biology.

**UNM Core Curriculum:** BIOL 110/112L or BIOL 123/124L.

b) One or two courses (4-8 credit hours) in general chemistry.

**UNM Core Curriculum:** CHEM 111L, CHEM 121L, or CHEM 122L.

c) One or two courses (4-8 credit hours) in general physics.

**UNM Core Curriculum:** PHYS 151/151L or PHYS 152L.

d) One or two courses (4-8 credit hours) in geology/earth science.

**UNM Core Curriculum:** EPS 101/105L or EPS 201L.

e) One or two courses (4-8 credit hours) in astronomy.

**UNM Core Curriculum:** ASTR 101/101L.

## Area IV: Social/Behavioral Sciences

Two or three courses (6-9 credit hours) selected from any two or three of the following:

a) One course (3 credit hours) in economics (macroeconomics or microeconomics).

**UNM Core Curriculum:** ECON 105 or ECON 106.

b) One course (3 credit hours) in introductory political science.

**UNM Core Curriculum:** POLS 110 or POL SC 200.

c) One course (3 credit hours) in introductory psychology.

**UNM Core Curriculum:** PSY 105.

d) One course (3 credit hours) in introductory sociology.

**UNM Core Curriculum:** SOC 101.

e) One course (3 credit hours) in introductory anthropology.

**UNM Core Curriculum:** ANTH 101 and ANTH 130.

## Area V: Humanities and Fine Arts

Two or three courses (6-9 credit hours) selected from any two or three of the following:

a) One course (3 credit hours) in introductory history survey.

**UNM Core Curriculum:** HIST 101, HIST 102, HIST 161, or HIST 162.

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b) One course (3 credit hours) in introductory philosophy.

**UNM Core Curriculum:** PHIL 101, PHIL 156, PHIL 201, PHIL 202, or PHIL 245.

c) One course (3 credit hours) in Introductory history, theory, or aesthetics of the arts or literature.

**UNM Core Curriculum:** ARTH 101, ARTH 201, ARTH 202, ENGL 150, ENGL 206, ENGL 211, ENGL 250, MUSE 139, MUSE 140, or THEA 122.

*Note:* Although Art Studio courses (ARTS) offered by the Department of Art and Art History, Music, Theatre and Dance, and the Media Arts program are part of the UNM Core Curriculum, they are not part of the Lower-Division General Education Common Core at New Mexico's Public Colleges and Universities and, consequently, DO NOT fulfill this requirement.

## Associate Degree and Certificate Program Requirements

1. Complete the number of credit hours and the specific course requirements as outlined for the degree or certificate.
2. Earn a minimum of 15 credit hours for the degree and/or 9 credit hours for the certificate in residence at UNM–Valencia Campus.
3. Complete all required coursework for the degree or certificate with a minimum 2.0 cumulative grade point average (GPA). Please be aware that UNM and other four year institutions may require a higher GPA for admission to upper division course

work. Students are encouraged to consult with an academic advisor for specific requirements in this respect.

4. No basic skills courses (e.g., ENGL 098/099/100, MATH 098/099/100, ACAM 100, AENG 099/100 and SCI 100) are accepted toward the number of credit hours required for graduation.

5. Must receive a grade of “C” or better on all General Education and Degree Core Requirement courses.

# Transitional Studies

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## Transitional Studies Program

### Program Description

The Transitional Studies Program consists of both credit and non-credit courses. The Adult Education Center offers short-term, non-credit bearing classes intended to prepare students for the GED examinations, college transition (in addition to basic literacy skills), and English for non-native speakers. Services through the Adult Education Center do not qualify for financial aid and are free of charge. The developmental studies courses, credit-bearing courses, are intended to provide the fundamental preparation for college level work. Transitional Studies is not a degree or certificate program nor do the developmental courses count towards a degree, although they do qualify for federal financial aid for up to 30 credits.

### Educational Advancement Opportunities

Transitional Studies credit courses are offered in series beginning with ENGL 098, progressing through ENGL 099, followed by ENGL 100. Upon the successful completion of ENGL 100, the student will register into ENGL 101 for college credit. Mathematics courses follow a similar pattern beginning with MATH 098, then MATH 099, and finally MATH 100. Depending on the student's major, the student will register into MATH 120 or MATH 111 after successfully completing MATH 100. In addition, there are academics courses which are co-requisites to the English and mathematics courses.

### Program Requirements

Students must successfully complete MATH 100 and ENGL 100 before registering into the college level mathematics and English courses. ENGL 101 is a suggested prerequisite for many college courses such as Anthropology, Art History, History, and Sociology. This is due to the quality of writing and research skills expected to be successful in the

courses. Three sequences of Transitional Studies courses are designed to provide students with a minimum full-time load of 12 credit hours. Students are placed into these series of courses according to their placement scores on the COMPASS or ACT. The Adult Education Center offers a college refresher course designed to assist students wanting to improve their COMPASS scores.

### Program Learning Goals

Transitional Studies provides students with research based instruction with an end to provide them with the preparation necessary to be successful in college-level work. All course syllabi include course learning objectives indicating the skills and behaviors the student should know and be able to perform upon successful completion of each course. Upon successful completion of the required developmental studies courses our students will demonstrate that they have developed the ability to:

1. Successfully complete MATH 120 or MATH 111 and English 101.
2. Apply effective strategies for critical thinking, study skills, mathematical problem solving, college-level writing and reading including the use of Internet and library resources.
3. Students completing Adult Education Center courses (not graded and not for credit) will have increased confidence and skills in math, reading, writing and/or speaking English.

### Contact and Advising Information

Information about the transitional studies program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or Ms. Kim Crowder, Transitional Studies Advisor at 925-8908 or [kcrowd1@unm.edu](mailto:kcrowd1@unm.edu), or the Transitional Studies Division Manager, Ms. Rosa Auletta at 925-8546 or [rauletta@unm.edu](mailto:rauletta@unm.edu). Specific information about the courses can be obtained from the Science & Mathematics Division

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Co-Chair for Mathematics Programs, Dr. Julie DePree at 925-8607 or [jdepree@unm.edu](mailto:jdepree@unm.edu) and from the Developmental English Coordinator, Dr. Patricia Gillikin at 925-8616 or [pgillikin@unm.edu](mailto:pgillikin@unm.edu). Information about the Adult Education Center can be obtained by contacting the Adult Education Program Manager, Ms. Tina Newby at 925-8920 or [tinan@unm.edu](mailto:tinan@unm.edu).

## Initial Placement

Students must meet minimum placement scores on the COMPASS or ACT or for initial placement into developmental studies courses.

**Course:** Adult Education Math;

**Credit Hours:** 0; **COMPASS/ACT Minimum Scores:** < 21/< 5

**Course:** MATH 098;

**Credit Hours:** 3; **COMPASS/ACT Minimum Scores:** < 21/< 5

**Course:** MATH 099;

**Credit Hours:** 4; **COMPASS/ACT Minimum Scores:** 21/5

**Course:** MATH 100 & ACAM 100;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 36/9

**Course:** MATH 120 & MATH 106 or MATH 111 (college level);

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 57/19

**Course:** Adult Education English;

**Credit Hours:** ); **COMPASS/ACT Minimum Scores:** < 15/< 11

**Course:** ENGL 098;

**Credit Hours:** 4; **COMPASS/ACT Minimum Scores:** 15/11

**Course:** ENGL 099 & AENG 099;

**Credit Hours:** 4 & 4; **COMPASS/ACT Minimum Scores:** 34/14

**Course:** ENGL 100 & AENG 100;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 57/17

**Course:** ENGL 101 (college level);

**Credit Hours:** 3; **COMPASS/ACT Minimum Scores:** 75/19

*The following are sample course sequences for students taking transitional studies classes in the Learning Community.*

Students entering in sequence #1 will proceed to sequence #2 the following semester.

Course	Credit Hours	Course	Credit Hours
<b>Sequence #1</b>		<b>Sequence #2</b>	
ENGL 099	4	ENGL 100	4
AENG 099	4	AENG 100	2
MATH 099	4	MATH 100	4
		ACAM 100	2
<b>Total</b>	<b>12</b>		<b>12</b>

Students entering in sequence #3 will proceed to sequence #4 the following semester.

Sequence #3		Sequence #4	
ENGL 099	4	ENGL 100	4
AENG 099	4	AENG 100	2
MATH 100	4	MATH 099	4
ACAM 100	2		
<b>Total</b>	<b>14</b>		<b>10</b>

*We recommend that students register in additional classes as fits their major and interest. Courses in Office and Business Technology, Physical Education, and Studio Arts are good choices for most students. Students must see an advisor to customize their educational plan and to register.*

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## Transitional Studies Course Sequences (#1)

Recommended course sequences for full-time students. Students should see an advisor to customize their educational plans.

### Course

**Sequence 1:** For students who initially place into both ENGL 098 and MATH 098

#### Semester 1

___ ENGL 098 .....	4
___ MATH 098.....	3
___ Fine Arts Elective (see explanation).....	3
___ IT 101 .....	1
___ IT 110 .....	1
___ Physical Education Elective (see explanation).....	1

#### Semester 2

___ ENGL 099 .....	4
___ AENG 099.....	4
___ MATH 099.....	4
___ OBT 111 (optional—see explanation).....	3
___ Physical Education Elective (optional—see explanation).....	1

#### Semester 3

___ ENGL 100 .....	4
___ AENG 100.....	2
___ MATH 100.....	4
___ ACAM 100 .....	2
___ Physical Education Elective (optional—see explanation).....	1

#### Semester 4

___ ENGL 101 .....	3
___ MATH 120 and MATH 106.....	4
___ Humanities Elective (see explanation) .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ Physical Education Elective (optional—see explanation).....	1

### Credit Hours

### Explanation of Elective Courses

Students should select a Fine Arts course from the UNM Core Curriculum (see page 67).

Students should select any Physical Education – Non-Professional course.

Students should select a Humanities course from the UNM Core Curriculum (see page 66).

Students should select a Social & Behavioral Sciences course from the UNM Core Curriculum (see page 66).

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## Transitional Studies Course Sequences (#2)

Recommended course sequences for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Sequence 2:</b> For students who initially place into both ENGL 099 and MATH 099	
<b>Semester 1</b>	
__ ENGL 099 .....	4
__ AENG 099 .....	4
__ MATH 099 .....	4
__ IT 101 .....	1
__ IT 110 .....	1
__ Physical Education Elective (see explanation) .....	1
<b>Semester 2</b>	
__ ENGL 100 .....	4
__ AENG 100 .....	2
__ MATH 100 .....	4
__ ACAM 100 .....	2
__ OBT 111 (optional—see explanation) .....	3
__ Physical Education Elective (optional—see explanation) .....	1
<b>Semester 3</b>	
__ ENGL 101 .....	3
__ MATH 120 and MATH 106 .....	4
__ Humanities Elective (see explanation) .....	3
__ Social & Behavioral Sciences Elective (see explanation) .....	3
__ Physical Education Elective (optional—see explanation) .....	1
<b>Semester 4</b>	
__ ENGL 102 .....	3
__ MATH 121 and MATH 107 or MATH 111 .....	3-4
__ Physical & Natural Sciences Elective (see explanation) .....	3-4
__ Foreign Language Elective (see explanation) .....	3
__ Physical Education Elective (optional—see explanation) .....	1

### Explanation of Elective Courses

Students should select any Physical Education – Non-Professional course.

Students should select a Humanities course from the UNM Core Curriculum (see page 66).

Students should select a Social & Behavioral Sciences course from the UNM Core Curriculum (see page 66).

Students should select a Physical & Natural Science course (preferably to include a lab) from the UNM Core Curriculum (see page 66).

Students should select a Foreign Language course from the UNM Core Curriculum (see page 67).

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## Transitional Studies Course Sequences (#3)

Recommended course sequences for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Sequence 3:</b> For students who initially place into both ENGL 100 and MATH 100	
<b>Semester 1</b>	
___ ENGL 100 .....	4
___ AENG 100 .....	2
___ MATH 100 .....	4
___ ACAM 100 .....	2
___ IT 101 .....	1
___ IT 110 .....	1
___ Physical Education Elective (see explanation) .....	1
<b>Semester 2</b>	
___ ENGL 101 .....	3
___ MATH 120 and MATH 106 .....	4
___ Humanities Elective (see explanation) .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ Physical Education Elective (optional—see explanation) .....	1
<b>Semester 3</b>	
___ ENGL 102 .....	3
___ MATH 121 and MATH 107 or MATH 111 .....	3-4
___ Physical & Natural Sciences Elective (see explanation) .....	3-4
___ Foreign Language Elective (see explanation) .....	3
___ Physical Education Elective (optional—see explanation) .....	1
<b>Semester 4</b>	
___ Writing & Speaking Elective (see explanation) .....	3
___ Mathematics or Physical & Natural Sciences Elective (see explanation) .....	3-4
___ CS 150 .....	3
___ Fine Arts Elective (see explanation) .....	3
___ Humanities or Social & Behavioral Sciences Elective (see explanation) .....	3
___ Physical Education Elective (optional—see explanation) .....	1

### Explanation of Elective Courses

Students should select any Physical Education – Non-Professional course.

Students should select a Humanities course from the UNM Core Curriculum (see page 66).

Students should select a Social & Behavioral Sciences course from the UNM Core Curriculum (see page 66).

Students should select a Physical & Natural Science course (preferably to include a lab) from the UNM Core Curriculum (see page 66).

Students should select a Foreign Language course from the UNM Core Curriculum (see page 67).

Students should select one Writing & Speaking course from the UNM Core Curriculum (see page 66).

Students who are majoring in a field which requires mathematics courses higher than MATH 121 or MATH 111 should select the next level Mathematics course (e.g., MATH 123 or MATH 150 or MATH 112); otherwise, the student should select a second Physical & Natural Science course from the UNM Core Curriculum (see page 66).

Students should select a Fine Arts course from the UNM Core Curriculum (see page 67).

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Early Childhood Multicultural Education Certificate .....	84-85	Associate of Applied Science Construction Technology.....	120-121
Associate of Arts in Education-Elementary .....	86-87	Associate of Applied Science in Digital Media Arts .....	122-123
Education Certificate-Elementary.....	88-89	Digital Media Arts Certificate .....	124-125
Associate of Arts in Education-Secondary .....	90-91	Associate of Applied Science in General Studies.....	126-127
Education Certificate-Secondary .....	92-93	Associate of Applied Science in Information Technology.....	128-129
Associate of Arts in Liberal Arts .....	94-95	Information Technology Certificate .....	130-131
Studio Art Certificate .....	96-97	Associate of App. Science Office & Business Technology.....	132-133
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# Business Administration

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## Associate of Arts in Business Administration

### Program Description

Today's business managers must be prepared to meet the challenges of a rapidly changing business environment. At UNM –Valencia Campus students are provided the opportunity to complete the first two years of a business administration curriculum in areas such as accounting, business computer systems, finance, human resources, marketing and others. The advantages of beginning studies at Valencia Campus include smaller class sizes and a team of instructors dedicated to teaching excellence.

### Career and Educational Advancement Opportunities

The associate of arts in business administration degree is a transfer program. The curriculum has been carefully articulated with the UNM Anderson Schools of Management to ensure that all successfully completed courses transfer without loss of credit. Students should apply for acceptance to the Anderson Schools of Management one semester prior to transfer. Students must earn a grade of "C" or better in all pre-admission course work.

### Program Requirements

Total credit hours required: 63 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The business administration program provides students with quality instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to continue their studies with an end to completing a bachelor's degree in business administration. Course syllabi describe the learning objectives that contribute to the program learning goals and ex-

plain how students' learning is evaluated. Upon successful completion of the required courses for the associate of arts in business administration, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Calculate rates, percentages, maximums, forecasts, and statistical probabilities; discuss the business cycle and how it can be controlled via public policy; collect, manipulate, and report data for decision making; get along with peers, supervisors, and subordinates.
3. Obtain an entry-level position in operations, management and supervision, marketing, research, or as an administrative assistant/coordinator.
4. Complete the first two years of a BA in Business Administration.

### Contact and Advising Information

Information about the associate of arts in business administration is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez at 925-8706 or [c2chavez@unm.edu](mailto:c2chavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Business Administration

## Associate of Arts in Business Administration Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ ENGL 101 .....	3
___ Mathematics 121 or 150.....	3
___ MGMT 113 .....	3
___ CS 150L .....	3
___ Physical & Natural Sciences Elective (see explanation) .....	3-4
<b>Semester 2</b>	
___ ENGL 102 .....	3
___ MATH 180 or MATH 162 .....	3-4
___ ECON 105 .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ Physical & Natural Sciences Elective (see explanation) .....	3-4
<b>Semester 3</b>	
___ ENGL 219 or ENGL 220 .....	3
___ STAT 145 .....	3
___ ECON 106 .....	3
___ MGMT 101 .....	3
___ MGMT 101L (see explanation) .....	1
___ PSYCH 105 or SOC 101 .....	3
<b>Semester 4</b>	
___ MGMT 102 .....	3
___ MGMT 102L (see explanation) .....	1
___ Humanities Elective (see explanation) .....	3
___ Social & Behavioral Elective (see explanation) .....	3
___ Foreign Language Elective (see explanation) .....	3
___ Fine Arts Elective (see explanation) .....	3

### Explanation of Elective Courses

Students must select two Physical & Natural Science courses (at least one of which must include a lab) from the UNM Core Curriculum (see page 66).

In addition to ECON 105, ECON 106, and either PSY 105 or SOC 101, students must select six additional credit hours of social and behavioral sciences courses selected from American studies, anthropology, economics, history, political science, geography, and/or psychology.

MGMT 101L and MGMT 102L are co-requisites for MGT 101 and MGMT 102, respectively, at the Valencia Campus. However, neither MGMT 101L nor MGMT 102L will be accepted as transfer credits at UNM-ABQ.

Students must select two Humanities courses from the UNM Core Curriculum (see page 66).

Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).

Students must select two Fine Arts courses from the UNM Core Curriculum (see page 67).

**Business Administration  
Certificate Requirements**



# Business Administration

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## Business Administration Certificate

### Program Description

Please refer to the associate of arts in business administration degree description (previous) for this program's description.

### Career and Educational Advancement Opportunities

As is the case with the associate of arts in business administration degree, the business administration certificate is a transfer program. The curriculum has been carefully articulated with the UNM Anderson Schools of Management to ensure that all successfully completed courses transfer without loss of credit. Students should apply for acceptance to the Anderson Schools of Management one semester prior to transfer. Students must earn a grade of "C" or better in all pre-admission course work.

### Program Requirements

Total credit hours required: 33 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

Please refer to the associate of arts in business administration for information on learning goals for this program.

### Contact and Advising Information

Information about the business administration certificate program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu) or the Chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez at 925-8706 or [c2chavez@unm.edu](mailto:c2chavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Business Administration

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## Business Administration Certificate Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
__ ENGL 101 .....	3
__ MATH 121 or 150 .....	3
__ MGT 113 .....	3
__ ECON 105 .....	3
__ MGMT 101 .....	3
__ MGMT 101L (see explanation) .....	1
<b>Semester 2</b>	
__ ENGL 102 .....	3
__ MGMT 102 .....	3
__ MGMT 102L (see explanation) .....	1
__ CS 150L .....	3
__ PSY 105 or SOC 101. ....	3
__ Physical & Natural Sciences Elective (see explanation) .....	4

### Explanation of Elective Courses

MGMT 101L and MGMT 102L are co-requisites for MGT 101 and MGMT 102, respectively, at the Valencia Campus. However, neither MGMT 101L nor MGMT 102L will be accepted as transfer credits at UNM-ABQ.

Students must select two Physical & Natural Science courses (at least one of which must include a lab) from the UNM Core Curriculum (see page 66).

# Criminology

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## Associate of Arts in Criminology

### Program Description

The sociology department at UNM offers a specialized program in criminology, designed to give students a comprehensive introduction to the field. Courses focus on the characteristics and causes of crime and deviance and on the origins, nature, and consequences of societal reactions to crime and deviance, giving particular attention to the criminal justice system. Basic instruction is also given in sociological theory and research methods.

### Career and Educational Advancement Opportunities

The associate of arts in criminology is a transfer program designed to prepare students for completing a BA in criminology. Employment opportunities include careers in corrections, law enforcement, public safety, health service, social work, counseling, sociology, and public administration. Students must earn a grade of “C” or better in all pre-admission course work.

### Program Requirements

Total credit hours required: 61 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The criminology program provides students with quality instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to continue their studies with an end to completing a bachelor’s degree in criminology. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students’ learning is evaluated. Upon successful completion of the required courses for the

associate arts in criminology, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Apply critical thinking skills to demonstrate: a) comprehension of subjects taken and, in particular, criminology; and b) practical application of information (e.g., interpreting effects of crime; compare and contrast past and contemporary theories on law & order; better understanding of national & international problems of our time such as homelessness health care, environment, poverty, crime).
3. Complete the first two years of a BA in criminology.

### Contact and Advising Information

Information about the associate of arts in liberal arts degree program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Communication, Humanities, Education & Social Sciences Division, Dr. Jon Conescu at 925-8614 or [jconescu@unm.edu](mailto:jconescu@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Criminology

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## Associate of Arts in Criminology Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
__ ENGL 101 .....	3
__ SOC 101 .....	3
__ Mathematics Elective (see explanation) .....	3
__ Humanities Elective (see explanation) .....	3
__ Physical & Natural Sciences Elective (see explanation) .....	3
<b>Semester 2</b>	
__ ENGL 102 .....	3
__ SOC 205 .....	3
__ Social & Behavioral Sciences (see explanation) .....	3
__ Fine Arts Elective (see explanation).....	3
__ Physical & Natural Sciences w/lab elective (see explanation) .....	4
<b>Semester 3</b>	
__ SOC 211 or 213 .....	3
__ SOC 280 .....	3
__ Humanities elective (see explanation) .....	3
__ Social & Behavioral Sciences elective (see explanation) .....	3
__ Fine Arts elective (see explanation) .....	3
<b>Semester 4</b>	
__ ENGL 219 or 220 or CJ 130 or PHIL 156 .....	3
__ SOC 216 .....	3
__ Humanities Elective (see explanation) .....	3
__ Social & Behavioral elective (see explanation).....	3
__ Foreign Language elective (see explanation) .....	3

### Explanation of Elective Courses

Students must select a Mathematics course from the UNM Core Curriculum (see page 66).

Students must select two Humanities courses chosen from the UNM Core Curriculum and one additional humanities elective from literature (not more than six credits from any one area in literature), history, philosophy, or religious studies.

Students must select two Physical & Natural Science courses (at least one of which must include a lab) from the UNM Core Curriculum (see page 66).

Students must select three Social & Behavioral sciences courses from the UNM Core Curriculum not part of the criminology requirement (see page 66).

Students must select two Fine Arts courses from the UNM Core Curriculum (see page 67).

Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).

# Early Childhood Multicultural Education

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## Associate of Arts in Early Childhood Multicultural Education

### Program Description

The associate of arts degree in early childhood multicultural education provides students with the knowledge and skills they need to work with children, birth through age eight, and their families in a variety of settings including child care centers, Head Start programs, family care settings, preschools, and in public schools as early childhood teaching assistants. This degree, plus experience, meets the qualification requirement for director of a child care center as specified in the New Mexico child care facilities licensing regulations.

### Career and Educational Advancement Opportunities

The associate of arts degree in early childhood multicultural education addresses the seven general early childhood education competency areas required as partial fulfillment of the New Mexico Department of Education licensure in early childhood education (birth to third grade). In addition, all course work for the associate of arts degree in early childhood multicultural education can be applied toward the baccalaureate degree in early childhood multicultural education offered by the University of New Mexico-Albuquerque Campus. The BA degree in ECME leads to licensure by the State for public school teachers working with children from birth through the age eight who are developing both typically and atypically. Students must earn a grade of “C” or better in all preadmission work.

### Program Requirements

Total credit hours required: 64 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The early childhood education program provides students with quality instruction to facilitate mastery of the knowledge, skills and behav-

iors necessary to continue their studies with an end to completing a bachelor's degree in early childhood education. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate arts in early childhood multicultural education, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Develop the knowledge and skills to work with children, birth through age eight, and their families in a variety of settings including child care centers, Head Start programs, family care settings, preschools, and in public schools as early childhood teaching assistants.
3. Seamlessly continue their studies in professional education curricula with the objective of NM State Licensure and a BS in Early Childhood Multicultural Education.

### Contact and Advising Information

Information about the associate of arts in early childhood multicultural degree program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Communication, Humanities, Education & Social Sciences Division, Dr. Jon Conescu at 925-8614 or [jconescu@unm.edu](mailto:jconescu@unm.edu).

### Course Prerequisite

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 100 & ACAM 100—or place into MATH 120;

**Credit Hours:** 4 & 2; **COMPASS/ACT Min. Scores:** 57 (pre-algebra)/19

# Early Childhood Multicultural Education

## Associate of Arts in Early Childhood Multicultural Education Degree Requirements

Recommended course sequence for full-time students. Please note that ECME courses are offered on a four-semester cyclical basis (not counting the summer semester) as illustrated below. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ ECME 101 .....	3
___ ECME 103 .....	3
___ ECME 111 .....	3
___ ENGL 101 .....	3
___ MATH 120 (see explanation) .....	3
<b>Semester 2</b>	
___ ECME 115 .....	3
___ ECME 117 (see explanation).....	3
___ ECME 117L (see explanation) .....	2
___ ENGL 102 .....	3
___ HIST 101 or HIST 102 (see explanation) .....	3
___ Fine Arts Elective (see explanation).....	3
<b>Semester 3</b>	
___ ECME 202 .....	3
___ ECME 217 (see explanation).....	3
___ ECME 217L (see explanation) .....	2
___ HIST 161 or 162 (see explanation) .....	3
___ Physical & Natural Sciences Elective (see explanation) .....	3-4
___ Social & Behavioral Sciences Elective (see explanation) .....	3
<b>Semester 4</b>	
___ ECME 220 .....	3
___ ECME 230 .....	3
___ Physical & Natural Sciences Elective (see explanation) .....	3-4
___ Fine Arts Elective (see explanation).....	3
___ English, Communication & Journalism, or Linguistics Elective (see explanation) .....	3

### Explanation of Elective Courses

In place of MATH 120 an advanced level mathematics courses (e.g., MATH 121, 150, 180, 162) should be substituted for students who place into a higher math course.

ECME 117L must be taken concurrently with ECME 117 (requires working a total of 64 hours during the 16-week semester in an approved child care/education center or school).

In addition to HIST 101/102/162/162, students who intend to continue their studies at UNM-Albuquerque Campus must also take HIST 260 and an additional history elective.

Students must select two Fine Arts courses from the UNM Core Curriculum (see page 67).

ECME 217L must be taken concurrently with ECME 217 (requires working a total of 64 hours during the 16-week semester in an approved child care/education center or school).

Students must select two Physical & Natural Science courses (at least one of which must include a lab) from the UNM Core Curriculum (see page 66).

Students must select one Social & Behavioral Sciences course from the UNM Core Curriculum (see page 66).

Students must select an English, Communication & Journalism, or Linguistic course preferably, but exclusively, from the UNM Core Curriculum (see page 66).

**Note:** Students who intend to transfer to UNM-Albuquerque Campus must take an additional course in mathematics and Social & Behavioral Sciences.

Early Childhood Multicultural Next page   
Ed. Certificate Requirements 

# Early Childhood Multicultural Education

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## Early Childhood Multicultural Education Certificate

### Program Description

The early childhood multicultural education certificate provides students with the knowledge and skills they need to work with children, birth through age eight, and their families in a variety of settings including child care centers, Head Start programs, family care settings, preschools, and in public schools as early childhood teaching assistants. This degree, plus experience, meets the qualification requirement for director of a child care center as specified in the New Mexico child care facilities licensing regulations.

### Career and Educational Advancement Opportunities

The early childhood multicultural education certificate provides students with the knowledge and skills required to work with children, birth through age eight and their families in a variety of settings including child care centers, Head Start programs, family child care settings, preschools, and in public schools as early childhood teaching assistants. All course work for this certificate can be applied toward the associate of arts degree in early childhood multicultural education degree. Students must earn a grade of “C” or better in all preadmission work.

### Program Requirements

Total credit hours required: 38 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

Please refer to the associate of arts in early childhood multicultural education for information on learning goals for this program.

### Contact and Advising Information

Information about the early childhood multicultural education certificate program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Communication, Humanities, Education & Social Sciences Division, Dr. Jon Conescu at 925-8614 or [jconescu@unm.edu](mailto:jconescu@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 100 & ACAM 100—or place into MATH 120;

**Credit Hours:** 4 & 2; **COMPASS/ACT Min. Scores:** 57 (pre-algebra)/19

# Early Childhood Multicultural Education

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## Early Childhood Multicultural Education Certificate Requirements

Recommended course sequence for full-time students. Please note that ECME courses are offered on a four-semester cyclical basis (not counting the summer semester) as illustrated below. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ ENGL 101 .....	3
___ ECME 101 .....	3
___ ECME 103 .....	3
___ ECME 111 .....	3
<b>Semester 2</b>	
___ ENGL 102 .....	3
___ ECME 115 .....	3
___ ECME 117 (see explanation).....	3
___ ECME 117L (see explanation) .....	2
<b>Semester 3</b>	
___ ECME 202 .....	3
___ ECME 217 (see explanation).....	3
___ ECME 217L (see explanation) .....	2
<b>Semester 4</b>	
___ ECME 230 .....	3
___ MATH 120 (see explanation) .....	3
___ Social & Behavioral Sciences or Fine Arts Elective (see explanation) .....	3

### Explanation of Elective Courses

ECME 117L must be taken concurrently with ECME 117 (requires working a total of 64 hours during the 16-week semester in an approved child care/education center or school).

ECME 217L must be taken concurrently with ECME 217 (requires working a total of 64 hours during the 16-week semester in an approved child care/education center or school).

In place of MATH 120 an advanced level mathematics course (e.g., MATH 121, 150, 180, 162) should be substituted for students who place into a higher math course.

Students must select one Social & Behavioral Sciences or Fine Arts course from the UNM Core Curriculum (see page 66).

# Education - Elementary

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## Associate of Arts in Elementary Education

### Program Description

The associate of arts in education, elementary education option, is designed to meet New Mexico state teacher licensing requirements for the first two years of study for prospective K-8 teachers.

### Career and Educational Advancement Opportunities

General education and core requirements will articulate with all New Mexico colleges of education. All courses offered are accepted by the UNM College of Education and apply toward a bachelor of arts or science in education with teacher licensure for elementary or secondary school teaching. Students may also apply this degree to qualify under the No Child Left Behind Act to work as educational assistants in the public schools. Students must earn a grade of “C” or better in all preadmission course work.

### Program Requirements

Total credit hours required: 64 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The elementary education program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor’s degree in elementary education. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students’ learning is evaluated. Upon successful completion of the required courses for the associate arts in elementary education, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Apply critical thinking skills to demonstrate comprehension of subjects taken and practical application of information.
3. Seamlessly continue their studies in professional education curricula with the objective of NM State Licensure in their chosen concentration and a BA or BS degree in Education.

### Contact and Advising Information

Information about the associate of arts in elementary education program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Communication, Humanities, Education & Social Sciences Division, Dr. Jon Conescu at 925-8614 or [jconescu@unm.edu](mailto:jconescu@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 100 & ACAM 100—or place into MATH 120;

**Credit Hours:** 3 & 1; **COMPASS/ACT Min. Scores:** 57 (pre-algebra)/19

# Education - Elementary

## Associate of Arts in Elementary Education Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ MATH 111.....	3
___ ENGL 101.....	3
___ CJ 130 or CJ 220.....	3
___ Social & Behavioral Sciences Elective (see explanation).....	3
___ Physical & Natural Sciences Elective (see explanation).....	4
<b>Semester 2</b>	
___ MATH 112.....	3
___ ENGL 102.....	3
___ ARTH 101.....	3
___ HIST 101 or HIST 102.....	3
___ Physical & Natural Sciences Elective (see explanation).....	4
___ EDUC 124 or MATH 193.....	1
<b>Semester 3</b>	
___ MATH 215.....	3
___ MUS 139.....	3
___ HIST 161 or HIST 162.....	3
___ LING 101 or ENGL 240.....	3
___ Physical & Natural Sciences Elective (see explanation).....	4
<b>Semester 4</b>	
___ HIST 260.....	3
___ EDUC 183 or ETSS 290.....	3
___ History Elective.....	3
___ Social & Behavioral Sciences Elective (see explanation).....	3
___ Foreign Language Elective.....	3

### Explanation of Elective Courses

For the Social & Behavioral Sciences Elective students must select two courses from the following list: ANTH 101, ANTH 130; ECON 105, ECON 106, GEOG 102; POLS 110, POLS 200, POLS 220, POLS 260, PSYCH 105, or SOC 101.

For the Physical & Natural Science Elective students must take three courses, with corresponding labs, from the following: ASTR 101/101L, BIOL 110/112L, BIOL 123/124L, CHEM 111L, CHEM 121L, CHEM 122L, ; EPS 101/105L, EPS 201L, EPS 250, ENV5 101/102L, NTSC 261L, NTSC 262L, NTSC 263L (highly recommended for elementary majors), PHYC 151/151L, PHYC 101/102L, PHYC 152/152L, PHYC 160/160L, or PHYC 161/161L.

# Education - Elementary

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## Education Certificate - Elementary Education

### Program Description

The associate of arts in education, elementary education option, is designed to meet New Mexico state teacher licensing requirements for the first two years of study for prospective K-8 teachers.

### Career and Educational Advancement Opportunities

General education and core requirements will articulate with all New Mexico colleges of education. All courses offered are accepted by the UNM College of Education and apply toward a bachelor of arts or science in education with teacher licensure for elementary or secondary school teaching. Students must earn a grade of “C” or better in all preadmission course work.

### Program Requirements

Total credit hours required: 32 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

Please refer to the associate of arts in elementary education for information on learning goals for this program.

### Contact and Advising Information

Information about the elementary education certificate program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Communication, Humanities, Education & Social Sciences Division, Dr. Jon Conescu at 925-8614 or [jconescu@unm.edu](mailto:jconescu@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 100 & ACAM 100—or place into MATH 120;

**Credit Hours:** 3 & 1; **COMPASS/ACT Min. Scores:** 57 (pre-algebra)/19

# Education - Elementary

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## Education Certificate – Elementary Education Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ MATH 111 .....	3
___ ENGL 101 .....	3
___ CJ 130 or CJ 220 .....	3
___ HIST 101 or HIST 102 or HIST 260 .....	3
___ ARTH 101 or MUS 139 .....	3
<b>Semester 2</b>	
___ EDUC 183 or ETSS 290 .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ Physical & Natural Sciences Elective (see explanation) .....	4
___ Foreign Language Elective (see explanation) .....	3
___ General Electives (see explanation) .....	3

### Explanation of Elective Courses

For the Social & Behavioral Sciences Elective students must select one of the following courses: ANTH 101, ANTH 130; ECON 105, ECON 106, GEOG 102; POLS 110, POLS 200, POLS 220, POLS 260, PSYCH 105, or SOC 101.

For the Physical & Natural Science Elective students must select one course, with corresponding lab, from the following: ASTR 101/101L, BIOL 110/112L, BIOL 123/124L, CHEM 111L, CHEM 121L, CHEM 122L, EPS 101/105L, EPS 201L, EPS 250, ENVS 101/102L, NTSC 261L, NTSC 262L, NTSC 263L (highly recommended for elementary majors), PHYC 151/151L, PHYC 101/102L, PHYC 152/152L, PHYC 160/160L, or PHYC 161/161L.

Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).

For the General Elective students must select one additional course from the social & behavioral sciences, physical & natural sciences, or fine arts as listed above.

# Education - Secondary

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## Associate of Arts in Secondary Education

### Program Description

The associate of arts in education, secondary education option, is designed to meet New Mexico state teacher licensing requirements for the first two years of study for prospective 7-12 grade teachers.

### Career and Educational Advancement Opportunities

General education and core requirements will articulate with all New Mexico colleges of education. All courses offered are accepted by the UNM College of Education and apply toward a bachelor of arts or science in education with teacher licensure for elementary or secondary school teaching. Students may also apply this degree to qualify under the No Child Left Behind Act to work as educational assistants in the public schools. Students must earn a grade of “C” or better in all preadmission course work.

### Program Requirements

Total credit hours required: 61 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The secondary education program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor’s degree in secondary education. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students’ learning is evaluated. Upon successful completion of the required courses for the associate of arts in secondary education, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Apply critical thinking skills to demonstrate comprehension of subjects taken and practical application of information.
3. Seamlessly continue their studies in professional education curricula with the objective of NM State Licensure in their chosen concentration and a BA or BS degree in Education.

### Contact and Advising Information

Information about the associate of arts in secondary education program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Communication, Humanities, Education & Social Sciences Division, Dr. Jon Conescu at 925-8614 or [jconescu@unm.edu](mailto:jconescu@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Education - Secondary

## Associate of Arts in Secondary Education Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ MATH 120.....	3
___ ENGL 101 .....	3
___ CJ 130 or CJ 220 .....	3
___ HIST 101 or HIST 102.....	3
___ Physical & Natural Sciences Elective (see explanation) .....	4
<b>Semester 2</b>	
___ STAT 145 .....	3
___ ENGL 102 .....	3
___ ARTH 101 .....	3
___ HIST 161 .....	3
___ EDUC 124 or MATH 193.....	1
___ Physical & Natural Sciences Elective (see explanation) .....	4
<b>Semester 3</b>	
___ MUS 139.....	3
___ HIST 162 .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ LING 101 or English Elective (see explanation).....	3
___ Physical & Natural Sciences Elective (see explanation) .....	4
<b>Semester 4</b>	
___ HIST 260 .....	3
___ EDUC 183 or ETSS 290 .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ Foreign Language Elective (see explanation).....	3

### Explanation of Elective Courses

In place of MATH 120 an advanced level mathematics courses (e.g., MATH 121, 150, 180, 162) should be substituted for students who place into a higher math course.

For the Physical & Natural Science Elective students must select three courses, with corresponding labs, from the following:

ASTR 101/101L, BIOL 110/112L, BIOL 123/124L, CHEM 111L, CHEM 121L, CHEM 122L, ; EPS 101/105I, EPS 201L, EPS 250, ENV5 101/102L, NTSC 261L, NTSC 262L, NTSC 263L (highly recommended for elementary majors), PHYC 151/151L, PHYC 101/102L, PHYC 152/152L, PHYC 160/160L, or PHYC 161/161L.

For the Social & Behavioral Sciences Elective students must select one of the following courses: ANTH 101, ANTH 130; ECON 105, ECON 106, GEOG 102; POLS 110, POLS 200, POLS 220, POLS 260, PSYCH 105, or SOC 101.

For the English Elective students are encouraged to select ENGL 240 or may select one Writing & Speaking or Humanities course from the UNM Core Curriculum (see page 66).

Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).

# Education - Secondary

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## Education Certificate - Secondary Education

### Program Description

The associate of arts in education, secondary education option, is designed to meet New Mexico state teacher licensing requirements for the first two years of study for prospective 7-12 grade teachers.

### Career and Educational Advancement Opportunities

General education and core requirements will articulate with all New Mexico colleges of education. All courses offered are accepted by the UNM College of Education and apply toward a bachelor of arts or science in education with teacher licensure for elementary or secondary school teaching. Students must earn a grade of “C” or better in all preadmission course work.

### Program Requirements

Total credit hours required: 32 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

Please refer to the associate of arts in secondary education for information on learning goals for this program.

### Contact and Advising Information

Information about the secondary education certificate program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Communication, Humanities, Education & Social Sciences Division, Dr. Jon Conescu at 925-8614 or [jconescu@unm.edu](mailto:jconescu@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 100 & ACAM 100—or place into MATH 111;

**Credit Hours:** 3 & 1; **COMPASS/ACT Min. Scores:** 57 (pre-algebra)/19

# Education - Secondary

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## Associate of Arts in Secondary Education Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ MATH 120 (see explanation) .....	3
___ ENGL 101 .....	3
___ CJ130 or CJ 220 .....	3
___ HIST 161 or HIST 162 or HIST 260 .....	3
___ ARTH 101 or MUS 139 .....	3
___ EDUC 124 or MATH 193 .....	1
<b>Semester 2</b>	
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ Physical & Natural Sciences Elective (see explanation) .....	4
___ EDUC 183 or ETSS 290 .....	3
___ Foreign Language Elective (see explanation) .....	3
___ General Electives (see explanation) .....	3

### Explanation of Elective Courses

In place of MATH 120 an advanced level mathematics courses (e.g., MATH 121, 150, 180, 162) should be substituted for students who place into a higher math course.

For the Social & Behavioral Sciences Elective students must select one of the following courses: ANTH 101, ANTH 130; ECON 105, ECON 106, GEOG 102; POLS 110, POLS 200, POLS 220, POLS 260, PSYCH 105, or SOC 101.

For the Physical & Natural Science Elective students must select one course, with corresponding lab, from the following: ASTR 101/101L, BIOL 110/112L, BIOL 123/124L, CHEM 111L, CHEM 121L, CHEM 122L, ;EPS 101/105L, EPS 201L, EPS 250, ENVS 101/102L, NTSC 261L, NTSC 262L, NTSC 263L (highly recommended for elementary majors), PHYC 151/151L, PHYC 101/102L, PHYC 152/152L, PHYC 160/160L, or PHYC 161/161L.

Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).

For the General Elective students must select one additional course from the social & behavioral sciences, physical & natural sciences, or fine arts as listed above.

# Liberal Arts

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## Associate of Arts in Liberal Arts

### Program Description

The associate of arts in liberal arts degree is designed to satisfy diverse educational interests. It provides the general curricula of the first two years of baccalaureate study for transfer to four-year institutions or may serve as an end in itself.

### Career and Educational Advancement Opportunities

Upon completion of the degree, a student should have taken a number of introductory courses that satisfy the general education requirements of most four-year institutions in preparation for completion of a variety of baccalaureate programs.

### Program Requirements

Total credit hours required: 61 (see checklist for specific requirements). Please refer to the University of New Mexico Core Curriculum on pages 65-67 for a list of allowable core curriculum elective courses. A minimum of 20 credit hours must be completed at the 200+ level.

### Program Learning Goals

The liberal arts program provides students with quality instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to continue their studies with an end to completing a bachelor's degree in a variety of disciplines. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate of arts in liberal arts, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.

2. Apply critical thinking skills to demonstrate: a) comprehension of subjects taken and, in particular, the chosen field of study; and b) practical application of information (e.g., interpreting effect of supply & demand in the market place; compare and contrast names, dates & important events in history as they affect current events; better understanding of national & international problems of our time such as homelessness health care, environment, poverty, crime).
3. Awareness of the human condition from an institutional perspective: religion, politics, government, environment, education.
4. Complete the first two years of a BA in a humanities, communication, or social behavioral/science field.
5. Opportunities for success in whichever academic life goals the student chooses.

### Contact and Advising Information

Information about the associate of arts in liberal arts degree program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Communication, Humanities, Education & Social Sciences Division, Dr. Jon Conescu at 925-8614 or [jconescu@unm.edu](mailto:jconescu@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Liberal Arts

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## Associate of Arts Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ ENGL 101 .....	3
___ Mathematics Elective (see explanation) .....	3
___ Humanities Elective (see explanation) .....	3
___ Physical & Natural Sciences Elective (see explanation) .....	3-4
___ General Elective (see explanation) .....	3
<b>Semester 2</b>	
___ ENGL 102 .....	3
___ Social and Behavioral Sciences Elective (see explanation) .....	3
___ Humanities Elective (see explanation) .....	3
___ Fine Arts Elective (see explanation) .....	3
___ Physical & Natural Sciences Elective (see explanation) .....	3-4
<b>Semester 3</b>	
___ Mathematics Elective (see explanation) .....	3
___ Fine Arts Elective (see explanation) .....	3
___ General Elective (see explanation) .....	6
___ Social & Behavioral Sciences Elective (see explanation) .....	3
<b>Semester 4</b>	
___ Writing & Speaking Elective (see explanation) .....	3
___ General Elective (see explanation) .....	3
___ Humanities Elective (see explanation) .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ Foreign Language Elective (see explanation) .....	3

### Explanation of Elective Courses

Students must select two Mathematics courses from the UNM Core Curriculum (see page 66).

Students must select two Humanities courses from the UNM Core Curriculum (see page 66).

Students must select two Physical & Natural Science courses (at least one of which must include a lab) from the UNM Core Curriculum (see page 66).

Students must complete a minimum of 12 credit hours of general electives from any academic field, ideally in the student's planned major or minor. The student should bear in mind that the liberal arts program requires a minimum of 20 credit hours at the 200+ level to be selected from any disciplines.

Students must select three Social & Behavioral Sciences courses from the UNM Core Curriculum (see page 66).

Students must select two Fine Arts courses from the UNM Core Curriculum (see page 67).

Students must select one Writing & Speaking course from the UNM Core Curriculum (see page 66).

Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).

# Studio Art

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## Studio Art Certificate

### Program Description

The fine arts program at UNM – Valencia provides students with opportunities to discover art principles and develop their creativity in such subjects as drawing, painting, ceramics, sculpture, and photography. Students also study art to broaden their cultural background and enhance their general education. The studio art certificate program is designed to provide a variety of experiences, and courses are planned to meet the needs of all levels of students. The first level of courses is designed for beginning students with little or no experience in fine arts.

### Career and Educational Advancement Opportunities

The studio arts certificate program provides students with most courses of the first two years of study toward a bachelor's in fine arts at UNM-Albuquerque Campus and most other four-year institutions.

### Program Requirements

Total credit hours required: 36 (see checklist for specific requirements). It is recommended that students interested in pursuing a bachelor of fine arts should follow the associate of arts in liberal arts degree requirements (see pages 94-95).

### Program Learning Goals

The studio art program provides students with quality instruction in preparation for continuation of studies in a baccalaureate program in fine arts. All course syllabi include course learning objectives indicating the skills and behaviors the student should know and be able to perform upon successful completion of each course in the program. Upon successful completion of the required courses for the studio art certificate, our students will demonstrate that they have developed the ability to:

1. Appreciate art and culture.
2. Explore various concepts of the creative process.
3. Produce visual art using skills, techniques, and terminology in several mediums.
4. Apply creative problem solving skills to other classes and daily lives.

### Contact and Advising Information

Information about the associate of applied science in digital media arts is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Fine Arts Coordinator, Michael Ceschiati at (505) 925-8702 or [ceschiati@unm.edu](mailto:ceschiati@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

# Studio Art

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## Studio Art Certificate Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours	Explanation of Elective Courses
<b>Semester 1</b>		
__ ENGL 101 .....	3	ARTS 207 may be taken as co-requisite with ARTS 121.
__ HIST 101 or HIST 102.....	3	
__ ARTH 101 .....	3	
__ ARTS 106 .....	3	
<b>Semester 2</b>		
__ ARTS 121 (see explanation).....	3	Students must select three additional Art Studio Elective courses for a minimum of nine credit hours from any art studio courses offered on campus.
__ Art Studio Elective (see explanation).....	3	
__ ARTS 207 (see explanation).....	3	ARTS 213 may be taken as co-requisite with ARTS 122.
__ Art History Elective (see explanation) .....	3	
<b>Semester 3</b>		
__ ARTS 122 .....	3	Students must select one additional Art History Elective course from any of the art history courses offered on campus.
__ ARTS 213 .....	3	
__ Art Studio Elective (see explanation).....	3	
__ Art Studio Elective (see explanation).....	3	

# Emergency Medicine

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## Associate of Science in Emergency Medicine

### Program Description

The associate of science in emergency medicine degree provides the first two years of study for a student who plans to pursue a bachelor's degree in emergency medical services at UNM-Albuquerque Campus.

### Career and Educational Advancement Opportunities

Intended to prepare graduates to meet the professional educational needs of pre-hospital care providers, the associate of science in emergency medical services meets 1998 EMT National Standard Curriculum requirements and incorporates New Mexico requirements and EMT scope of practice. Upon successful completion of degree requirements and a minimum GPA of 2.33, graduates will be qualified for New Mexico and National Registry testing and are eligible for admission to the UNM School of Medicine Emergency Medical Services Academy Bachelor of Science in Emergency Medical Service program to begin at the 300 level.

### Program Requirement

Total credit hours required: 66 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The emergency medical services program provides students with quality instruction to facilitate mastery of the knowledge, skills and behaviors necessary to continue their studies with an end to completing a bachelor's degree in emergency medical services paramedic program. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the emergency medical services program, our students will demonstrate that they have devel-

oped the ability to:

1. Recognize medical and traumatic emergencies and to intervene and stabilize patients while in transport to an advanced care facility.
2. Pre-hospital field techniques, including airway management and patient assessment and administration of intravenous fluids.
3. Have a working knowledge of pharmacology, the history of emergency medical services, the development of EMS systems, and current trends and issues in EMS.

### Contact and Advising Information

Information about the associate of science in emergency medical services degree is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Co-Chair of the Science & Mathematics Division for Science Programs, Dr. Miriam Chávez at 925-8613 or [mjchavez@unm.edu](mailto:mjchavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

**For licensure only:** see individual course listings.

# Emergency Medicine

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## Associate of Science in Emergency Medicine Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours	Explanation of Elective Courses
<b>Semester 1</b>		
___ EMS 101 .....	6	Students must select two Humanities courses from the UNM Core Curriculum (see page 66).
___ ENGL 101 .....	3	
___ MATH 121 .....	3	Students must select three Social & Behavioral sciences courses from the UNM Core Curriculum (see page 66).
___ BIOL 123 .....	3	
___ BIOL 124L .....	1	
<b>Semester 2</b>		
___ EMS 120 .....	3	Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).
___ ENGL 102 .....	3	
___ Humanities Elective (see explanation) .....	3	Students must select two Fine Arts courses from the UNM Core Curriculum (see page 67).
___ Social & Behavioral Sciences Elective (see explanation) .....	3	
___ CHEM 111L .....	4	
<b>Semester 3</b>		
___ EMS 201 .....	5	
___ Humanities Elective (see explanation) .....	3	
___ BIOL 237 .....	3	
___ BIOL 247L .....	1	
___ STAT 145 .....	3	
___ CJ 130 .....	3	
<b>Semester 4</b>		
___ BIOL 238 .....	3	
___ BIOL 248L .....	1	
___ ENGL 219 .....	3	
___ Foreign Language Elective (see explanation) .....	3	
___ Social & Behavioral Science Elective (see explanation) .....	3	
___ Fine Arts Elective (see explanation) .....	3	

# General Science

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## Associate of Science in General Science

### Program Description

The associate of science in general science degree provides the first two years of study for a student who plans to transfer to a four-year institution to pursue a bachelor's degree in science.

### Career and Educational Advancement Opportunities

The associate of science in general science degree program includes many requirements for a bachelor's degree in the fields of biology, chemistry, mathematics, or physics in the UNM College of Arts and Sciences or health occupations such as dental hygiene, medical laboratory sciences, nursing, occupational therapy, pharmacy, physician's assistant programs, and radiography at the UNM-Albuquerque Campus. Students interested in applying to medical school, the physical therapy, or master's in occupational therapy program must first complete a baccalaureate degree. Students planning to transfer to a four-year institution for a baccalaureate degree MUST see an advisor to determine which courses are most appropriate for their major. Completion of this degree does NOT guarantee acceptance into a baccalaureate degree program. Students must earn a grade of "C" or better in all pre-admission course work.

### Program Requirements

Total credit hours required: 60 (see checklist for specific requirements). Please refer to the University of New Mexico Core Curriculum on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The general science program provides students with quality instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to continue their studies with an end to completing a bachelor's degree in a variety of fields related to science, engineering, or the medical profes-

sions. Course syllabi describe the learning objectives for each course that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate of science in general science, our students will demonstrate that they have developed the ability to:

1. Describe and apply a broad-based knowledge of information and concepts in two of the following areas: biology, chemistry, and physics.
2. Apply the scientific method of inquiry, critically evaluate experimental design, and create and interpret numerical and graphical data.
3. Use basic laboratory skills to investigate scientific questions - this includes understanding the use and application of common laboratory instruments and procedures.
4. Integrate and communicate scientific information to scientists and the general public.

### Contact and Advising Information

Information about the associate of science in general science degree is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Co-Chair of the Science & Mathematics Division for Science Programs, Dr. Miriam Chávez at 925-8613 or [mjchavez@unm.edu](mailto:mjchavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;  
**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19  
**Course:** MATH 120 & MATH 106—or place into MATH 121;  
**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# General Science

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## Associate of Science in General Science Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours	Explanation of Elective Courses
<b>Semester 1</b>		
___ ENGL 101 .....	3	Students must complete one of the following Mathematics Sequences to total 6-10 credits: 1. MATH 121, 180, 181 2. MATH 123, 150, 162 (Physics majors must follow sequence 2.) 3. MATH 120, STAT 145 Students must complete one General Science Core Sequence from two of the following areas to total 12- 16 credits: <b>Biology Area:</b> 1. BIOL 201L, 202L 2. BIOL 123, 124L <b>Chemistry Area:</b> 1. CHEM 121L, 122L 2. CHEM 111L or 121L, 212 <b>Physics Area:</b> 1. PHYS 151L, 152L 2. PHYS 160L, 161L (PHYS 160/161 are not frequently offered at UNM-Valencia.) Students must select one Social & Behavioral Sciences course from the UNM Core Curriculum (see page 66). Students must select four General Elective courses from the UNM Core Curriculum (see page 66). Students must select one Fine Arts course from the UNM Core Curriculum (see page 67). Students must select two Humanities courses from the UNM Core Curriculum (see page 66). Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).
___ Mathematics Sequence (see explanation) .....	3-4	
___ General Science Core Sequence (see explanation).....	4	
___ Social & Behavioral Sciences Elective (see explanation) .....	3	
___ General Elective (see explanation).....	3	
<b>Semester 2</b>		
___ ENGL 102 .....	3	
___ Mathematics Sequence (see explanation) .....	3-4	
___ General Science Core Sequence (see explanation).....	4	
___ Fine Arts Elective (see explanation).....	3	
___ Humanities Elective (see explanation) .....	3	
<b>Semester 3</b>		
___ ENGL 219 or ENGL 220 or CJ 130 or PHIL 156.....	3	
___ Mathematics Sequence (see explanation) .....	3-4	
___ General Science Core Sequence (see explanation).....	4	
___ General Elective (see explanation).....	3	
___ Humanities Elective (see explanation) .....	3	
<b>Semester 4</b>		
___ General Science Core Sequence (see explanation).....	4	
___ General Elective (see explanation).....	3	
___ General Elective (see explanation).....	3	
___ Social & Behavioral Science Elective (see explanation).....	3	
___ Foreign Language Elective (see explanation).....	3	

# Medical Sciences at UNM-Valencia

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## **Pre-Professional Courses Offered in the Medical Sciences at UNM-Valencia (as part of the Associate of Science in General Science)**

### **Course Sequence Description**

As stated in the description for the associate of science in general science on page 100, students who want to major in a health science, such as nursing, pharmacy, dental hygiene, nuclear medicine imaging, radiography, physician's assistant, physical or occupational therapy, may apply their associate's degree requirements towards a degree in the areas mentioned. In an attempt to better guide the student, a list of courses offered here at the UNM-Valencia Campus that can be applied in each of various health professions is provided. Not all courses listed are required for admission to a program. Students are cautioned, however, to meet with a Student Services or science faculty advisor to ensure that the courses taken apply towards a particular health profession.

### **Career and Educational Advancement Opportunities**

Please refer to the associate of science in general science for information on career and educational advancement opportunities in the medical sciences.

### **Program Requirements**

Total credit hours required varies. Please see specific requirements for each medical sciences program.

### **Program Learning Goals**

Please refer to the associate of science in general science for information on learning goals for this program.

### **Contact and Advising Information**

Information about the associate of science in general science degree is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Co-Chair of the Science & Mathematics Division for Science Programs, Dr. Miriam Chávez at 925-8613 or [mjchavez@unm.edu](mailto:mjchavez@unm.edu).

### **Course Prerequisites**

Course prerequisites for the medical sciences are listed by each specific program.

# Dental Hygiene

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## Pre-Professional Medical Sciences Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
__ ENGL 101 .....	3
__ CJ 221.....	3
__ STAT 145 .....	3
__ BIOL 123 & BIOL 124L .....	4
__ CHEM 111L .....	4
<b>Semester 2</b>	
__ SOC 101 .....	3
__ ENGL 102 .....	3
__ BIOL 237 & BIOL 247L .....	3
__ PSY 105 .....	3
<b>Semester 3</b>	
__ CHEM 212.....	4
__ BIOL 239L.....	4
__ BIOL 238 & BIOL 248L .....	4
__ NUTR 244 .....	3

<u>Prerequisite Courses</u>	<u>Credit Hours</u>	<u>COMPASS/ACT Minimum Scores</u>
ENGL 100 & AENG 100—or place into ENGL 101	4 & 2	75/19
MATH 120 & MATH 106—or place into MATH 121	3 & 1	55/22

# Medical Laboratory Sciences

## Pre-Professional Medical Sciences Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ ENGL 101 .....	3
___ CJ 221 or CJ 225 .....	3
___ STAT 145 .....	3
___ MGT 113 .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
<b>Semester 2</b>	
___ MATH 121 .....	3
___ ENGL 102 .....	3
___ CHEM 121L .....	4
___ BIOL 201 .....	4
___ Social & Behavioral Sciences Elective (see explanation) .....	3
<b>Semester 3</b>	
___ CHEM 122L .....	4
___ BIOL 237 & BIOL 247L (see explanation).....	3
___ BIOL 202 .....	4
___ Humanities Elective (see explanation) .....	3
___ Foreign Language Elective (see explanation).....	3
<b>Semester 4</b>	
___ BIOL 238 & BIOL 248L (see explanation).....	4
___ BIOL 239L.....	4
___ CHEM 212.....	4
___ Humanities Elective (see explanation) .....	3
___ Fine Arts Elective (see explanation).....	3

### Explanation of Elective Courses

Students must select two Social & Behavioral Sciences courses from the UNM Core Curriculum (see page 66).

BIOL 247L and BIOL 248L (anatomy & physiology labs) are not required at UNM for a degree in Medical Laboratory Sciences, but they are highly recommended.

Students must select two Humanities courses from the UNM Core Curriculum (see page 66).

Students must select one Fine Arts course from the UNM Core Curriculum (see page 67).

Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).

Prerequisite Courses	Credit Hours	COMPASS/ACT Minimum Scores
ENGL 100 & AENG 100—or place into ENGL 101	4 & 2	75/19
MATH 120 & MATH 106—or place into MATH 121	3 & 1	55/22

# Medical Nuclear Medicine Imaging

## Pre-Professional Medical Sciences Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours	Explanation of Elective Courses
<b>Semester 1</b>		
___ ENGL 101 .....	3	Students must select up to two Humanities and/or Fine Arts courses and one Foreign Language course from the UNM Core Curriculum (see pages 66-67) for a total of nine credits.
___ CS 150L .....	3	
___ MATH 123 .....	3	
___ MATH 150 .....	3	
___ CJ 221 .....	3	
___ Humanities , Fine Arts, or Foreign Language Elective (see explanation) .....	3	
<b>Semester 2</b>		
___ PHYS 151 .....	3	
___ ENGL 102 .....	3	
___ CHEM 121L .....	4	
___ PSY 105 .....	3	
___ BIOL 123 & BIOL 124L .....	4	
<b>Semester 3</b>		
___ CHEM 122L or CHEM 212 .....	4	
___ BIOL 237 & BIOL 247L .....	4	
___ ECON 105 .....	3	
___ Humanities, Fine Arts, or Foreign Language Elective (see explanation) .....	3	
<b>Semester 4</b>		
___ BIOL 238 & 248L .....	4	
___ PHIL 245 .....	3	
___ BIOL 239L .....	4	
___ ECON 106 .....	3	
___ ENGL 219 .....	3	
<b>Prerequisite Courses</b>		
ENGL 100 & AENG 100—or place into ENGL 101	4 & 2	75/19
MATH 121 & MATH 106—or place into MATH 150	3 & 1	55/22

# Nursing

## Pre-Professional Medical Sciences Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ ENGL 101 .....	3
___ CS 150 (see explanation).....	3
___ CHEM 111L .....	4
___ Social & Behavioral Sciences Elective (see explanation) .....	3
<b>Semester 2</b>	
___ ENGL 102 .....	3
___ STAT 145 .....	3
___ BIOL 123 & BIOL 124L .....	4
___ Foreign Language Elective (see explanation).....	3
<b>Semester 3</b>	
___ BIOL 237 & BIOL 247L (see explanation).....	4
___ Fine Arts Elective (see explanation).....	3
___ NURS 239.....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
<b>Semester 4</b>	
___ BIOL 238 & BIOL 248L (see explanation).....	4
___ BIOL 239L.....	4
___ NUTR 244 .....	3
___ NURS 240.....	3
<b>Semester 5</b>	
___ NURS 238.....	3
___ Humanities Elective (see explanation) .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ Foreign Language Elective (see explanation) .....	3

### Explanation of Elective Courses

CS 150 is not required for a degree in nursing, but is recommended.

Students must select three Social & Behavioral Sciences courses from the UNM Core Curriculum (see page 66).

Students must select two Foreign Language courses from the UNM Core Curriculum (see page 67).

Students must select one Fine Arts course from the UNM Core Curriculum (see page 67).

Students must select two Humanities courses from the UNM Core Curriculum (see page 66).

BIOL 247L and BIOL 248L (anatomy & physiology labs) are not required at UNM for a degree in Medical Laboratory Sciences, but they are highly recommended.

<u>Prerequisite Courses</u>	<u>Credit Hours</u>	<u>COMPASS/ACT Minimum Scores</u>
ENGL 100 & AENG 100—or place into ENGL 101	4 & 2	75/19
MATH 120 & MATH 106—or place into MATH 121	3 & 1	55/22

# Occupational Therapy

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## Pre-Professional Medical Sciences Requirements

Recommended course sequence for full-time students. *Please note that occupational therapy is a master's degree program. Consequently, students will need to complete a bachelor's degree as part of the requirements.*

Course	Credit Hours
<b>Semester 1</b>	
___ ENGL 101 .....	3
___ PSY 105 .....	3
___ BIOL 123L & BIOL 124L.....	4
<b>Semester 2</b>	
___ ENGL 102 .....	3
___ STAT 145 .....	4
___ BIOL 237 & 247L.....	4
___ CJ 130.....	3
<b>Semester 3</b>	
___ PSY 220 .....	3
___ BIOL 238 & BIOL 248L.....	4
___ ENGL 219 or ENGL 220 .....	3

<u>Prerequisite Courses</u>	<u>Credit Hours</u>	<u>COMPASS/ACT Minimum Scores</u>
ENGL 100 & AENG 100—or place into ENGL 101	4 & 2	75/19
MATH 120 & MATH 106—or place into MATH 121	3 & 1	55/22

# Pharmacy

## Pre-Professional Medical Sciences Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
__ ENGL 101 .....	3
__ MATH 123.....	3
__ MATH 150.....	3
__ ECON 106 .....	3
<b>Semester 2</b>	
__ STAT 145 .....	3
__ ENGL 102 .....	3
__ CHEM 121L .....	4
__ BIOL 201 .....	4
__ PHYS 151 & PHYS 151L (see explanation).....	4
<b>Semester 3</b>	
__ MATH 180.....	3
__ CHEM 122L .....	4
__ BIOL 237 & BIOL 247L (see explanation).....	4
__ BIOL 202 .....	4
<b>Semester 4</b>	
__ BIOL 238 & BIOL 248L (see explanation).....	4
__ BIOL 239L.....	4
__ CJ 130 or CJ 221 .....	3
__ General Elective (see explanation).....	3
__ Critical Thinking Elective (see explanation).....	3

### Explanation of Elective Courses

The PHYS 151L lab is not required for the pharmacy degree at UNM-Albuquerque Campus, but is highly recommended.

BIOL 247L and BIOL 248L (anatomy & physiology labs) are not required at UNM for a degree in Medical Laboratory Sciences, but they are highly recommended.

Students may select two general elective courses from any discipline but are advised to see an advisor before making their selections.

Students must select the critical thinking elective course from any one of the following: ENGL 220, MATH 129, MATH 181, PHIL 101, PHIL 102, PHIL 156, or PHYS 152.

Prerequisite Courses	Credit Hours	COMPASS/ACT Minimum Scores
ENGL 100 & AENG 100—or place into ENGL 101	4 & 2	75/19
MATH 120 & MATH 106—or place into MATH 121	3 & 1	55/22

# Physical Therapy

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## Pre-Professional Medical Sciences Requirements

Recommended course sequence for full-time students. *Please note that physical therapy is a master's degree program. Consequently, students will need to complete a bachelor's degree as part of the requirements.*

Course	Credit Hours
<b>Semester 1</b>	
__ ENGL 101 .....	3
__ BIOL 123 & 124L .....	4
__ PSY 105 .....	3
__ MATH 121 .....	3
<b>Semester 2</b>	
__ ENGL 102 .....	3
__ CHEM 111L .....	4
__ PSY 220 .....	3
__ MATH 123 .....	3
<b>Semester 3</b>	
__ STAT 145 .....	3
__ BIOL 237 & 247L .....	4
__ PHYS 151 & PHYS 151L .....	4
__ MATH 150 .....	3
<b>Semester 4</b>	
__ BIOL 238 & 248L .....	4
__ PHYS 152 & PHYS 152L .....	4
__ NUTR 244 .....	3

<u>Prerequisite Courses</u>	<u>Credit Hours</u>	<u>COMPASS/ACT Minimum Scores</u>
ENGL 100 & AENG 100—or place into ENGL 101	4 & 2	75/19
MATH 120 & MATH 106—or place into MATH 121	3 & 1	55/22

# Physician's Assistant

## Pre-Professional Medical Sciences Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

<b>Course</b>	<b>Credit Hours</b>	<b>Explanation of Elective Courses</b>
<b>Semester 1</b>		
___ ENGL 101 .....	3	Students must select two Humanities courses from the UNM Core Curriculum (see page 66).
___ STAT 145 or MATH 121 or MATH 162 .....	3-4	
___ BIOL 123 & BIOL 124L .....	4	Students must select one Fine Arts course from the UNM Core Curriculum (see page 67).
___ PSY 105 .....	3	
___ Humanities Elective (see explanation) .....	3	
<b>Semester 2</b>		
___ ENGL 102 .....	3	Students must select one cross cultural course elective from any one of the following disciplines or areas: Asian, Africa, Middle Eastern, Latin American, or Native American studies.
___ CHEM 121L .....	4	
___ Fine Arts Elective (see explanation) .....	3	Students must select two Social & Behavioral Sciences courses from the UNM Core Curriculum (see page 66).
___ Cross Culture Course Elective (see explanation) .....	3	
___ Social & Behavioral Sciences Elective (see explanation) .....	3	
<b>Semester 3</b>		
___ CHEM 122L .....	4	Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).
___ BIOL 237 & BIOL 247L .....	4	
___ CS 150 .....	3	
___ ENGL 219 or ENGL 220 .....	3	
___ Social & Behavioral Sciences Elective (see explanation) .....	3	
<b>Semester 4</b>		
___ BIOL 238 & 248L .....	4	
___ BIOL 239L .....	4	
___ NUTR 244 .....	3	
___ Humanities Elective (see explanation) .....	3	
___ Foreign Language Elective (see explanation) .....	3	
<b>Prerequisite Courses</b>		
ENGL 100 & AENG 100—or place into ENGL 101	4 & 2	75/19
MATH 120 & MATH 106—or place into MATH 121	3 & 1	55/22

# Radiography

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## Pre-Professional Medical Sciences Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours	Explanation of Elective Courses
<b>Semester 1</b>		
___ ENGL 101 .....	3	Students must select two Humanities, Fine Arts, and/or Foreign Language courses from the UNM Core Curriculum (see pages 66-67).
___ CS150 .....	3	
___ MATH 121 .....	3	
___ CJ 221 .....	3	
<b>Semester 2</b>		
___ ENGL 102 .....	3	
___ BIOL 123 & 124L .....	4	
___ Humanities, Fine Arts or Foreign Language Elective (see explanation) .....	3	
<b>Semester 3</b>		
___ PHIL 245 .....	3	
___ BIOL 237 & BIOL 247L .....	4	
___ ECON 105 .....	3	
___ Humanities, Fine Arts, or Foreign Language Elective (see explanation) .....	3	
<b>Semester 4</b>		
___ BIOL 238 & BIOL 248L .....	4	
___ PSY 105 or SOC 101 .....	3	
___ ECON 106 .....	3	

<u>Prerequisite Courses</u>	<u>Credit Hours</u>	<u>COMPASS/ACT Minimum Scores</u>
ENGL 100 & AENG 100—or place into ENGL 101	4 & 2	75/19
MATH 120 & MATH 106—or place into MATH 121	3 & 1	55/22

# Health Education

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## Associate of Science in Health Education

### Program Description

The associate of science in health education degree provides the first two years of study for students planning to pursue a bachelor of science degree at UNM-Albuquerque Campus in the professional areas of health education (school health education or community health education).

### Career and Educational Advancement Opportunities

The associate of science in health education degree program includes multidisciplinary requirements needed to continue into a bachelor of science in health education program required for professional occupations in the area of community health or school health education. Students must earn a grade of “C” or better in all pre-admission course work.

### Program Requirements

Total credit hours required: 62 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The health education program provides students with quality instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to continue their studies with an end to completing a bachelor's degree in health education. Course syllabi describe the learning objectives for each course that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate of science in health education, our students will demonstrate that they have developed the ability to:

1. Students will demonstrate health literacy skills - Health literacy is the capacity to obtain, interpret, and understand basic health information and services, and the competence to use such information and services in ways which are health-enhancing.
2. Students will possess the skills needed to administer CPR and first aid.
3. Students will demonstrate verbal and written skills to promote and communicate the importance of health literacy to each individual.
4. Students will acquire an understanding and appreciation of the skills needed to succeed in a career as a professional health educator.
5. Graduates will be prepared to transfer and pursue a Bachelor of Science in Health Education at the University of New Mexico.

### Contact and Advising Information

Information about the associate of science in health education is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Fitness & Wellness Education Coordinator, Dubra Karnes-Padilla at (505) 925-8832 or [dubra@unm.edu](mailto:dubra@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Health Education

## Associate of Science in Health Education Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ MATH 121 .....	3
___ ENGL 101 .....	3
___ PSY 105 .....	3
___ HED 164L .....	3
___ PENP 158 or PENP 159 .....	1
___ Humanities Elective (see explanation) .....	3
<b>Semester 2</b>	
___ ENGL 102 .....	3
___ STAT 145 .....	3
___ PENP 114 .....	1
___ HED 171 .....	3
___ Fine Arts Elective (see explanation) .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
<b>Semester 3</b>	
___ CHEM 111L .....	4
___ CJ 130 .....	3
___ ENGL 219 .....	3
___ HED 247 .....	1
___ BIOL 123 & BIOL 1214L .....	4
<b>Semester 4</b>	
___ NUTR 244 .....	3
___ BIOL 237 & BIOL 247L (see explanation) .....	4
___ HED 260 .....	3
___ HED 293 (see explanation) .....	3
___ PENP 165 .....	1
___ Health Education Elective (see explanation) .....	3

### Explanation of Elective Courses

Students must select two Humanities courses from the UNM Core Curriculum (see page 66).

Students must select two Fine Arts courses from the UNM Core Curriculum (see page 67).

Students must select three Social & Behavioral Sciences courses from the UNM Core Curriculum (see page 66).

BIOL 247L and BIOL 248L (anatomy & physiology labs) are not required at UNM for a degree in Health Education, but they are highly recommended.

HED 293, a topics course, has a co-requisite of HED 260 for this program.

Students must select a health education elective course from any area relevant to Tracks I or II of the Health Education bachelor's program at UNM-Albuquerque Campus.

**Group Fitness Instructor  
Certificate Requirements**



# Group Fitness Instructor Leadership

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## Group Fitness Instructor Leadership Certificate

### Program Description

The group fitness instructor leadership certificate is a one-year subset of the associate of science in health education degree program previously listed concentrating on most of the program-specific courses.

### Career and Educational Advancement Opportunities

The group fitness instructor leadership certificate lays the foundation for a student to enter the fitness industry as a group fitness leader and continue to pursue the associate of science in health education or other related degree. Course work will help prepare a student to take the American Council on Exercise examination for group fitness instructor national certification. Students must earn a grade of “C” or better in all pre-admission course work.

### Program Requirements

Total credit hours required: 35 (see checklist for specific requirements).

### Program Learning Goals

The group fitness program provides students with quality instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to lead group exercise classes for individuals from a variety of backgrounds. Course syllabi describe the learning objectives for each course that contribute to the program learning goals and explain how students’ learning is evaluated. Upon successful completion of the required courses for the group fitness instructor leadership certificate, our students will demonstrate that they have developed the ability to:

1. Students will demonstrate skills needed to participate in cardio activities, resistance training, and flexibility training.

2. Students will demonstrate verbal and written skills to promote and communicate important health and exercise concepts and their application.

3. Students will demonstrate skills needed to lead group exercise classes for healthy adults, adults with disabilities and limitations, and special populations.

4. Students will possess the skills needed to administer CPR and first aid.

5. Students will appreciate the health benefits provided from exercising.

6. Students will be prepared to pass the National American Council Group Fitness Instructor Exam.

### Contact and Advising Information

Information about the group fitness instructor leadership certificate program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Fitness & Wellness Education Coordinator, Dubra Karnes-Padilla at (505) 925-8832 or [dubra@unm.edu](mailto:dubra@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Group Fitness Instructor Leadership

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## Group Fitness Instructor Leadership Certificate Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours	Explanation of Elective Courses
<b>Semester 1</b>		
___ MATH 120 or 121 .....	3	Before enrolling in PEP 293 students must have a current CPR Professional Rescuer and First Aid certification, or be enrolled in HED 171.
___ ENGL 101 .....	3	
___ CHEM 111L .....	4	BIOL 247L and BIOL 248L (anatomy & physiology labs) are not required at UNM for a degree in Health Education, but they are highly recommended.
___ HED 164L .....	3	
___ PENP 158 or PENP 159 .....	1	
___ BIOL 123 & BIOL 124L .....	4	
<b>Semester 2</b>		
___ HED 171 .....	3	
___ CJ 130 .....	3	
___ PENP 165 .....	1	
___ NUTR 244 .....	3	
___ BIOL 237 & BIOL 247L (see explanation) .....	4	
___ PEP 293 (see explanation) .....	2	
___ PENP 114 .....	1	

# Computer-Aided Drafting

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## Associate of Applied Science in Computer-Aided Drafting

### Program Description

According to the U.S. Department of Labor, the increasing complexity of industrial and architectural design problems will increase the demand for drafting services. The demand for drafters will also increase because they are beginning to break out of the traditional role and do work traditionally performed by engineers and architects. Computers have taken over production drawing and are now being used in a variety of related fields; virtually all technical and scientific disciplines use technical drawings and are adopting computer-aided drawing and modeling. The associate of applied science in computer-aided drafting includes general education courses and is designed to improve analytic and communication skills. The core of the program consists of CAD courses with a heavy emphasis on lab work. Drafting conventions are covered in the architectural and technical drafting courses.

### Career and Educational Advancement Opportunities

Upon completion of the associate of applied science in computer-aided drafting program, students are prepared for entry-level positions as CAD operators. Graduates of the program have been successfully placed, and many have already advanced to technician and project management positions. The associate of applied science in computer-aided drafting degree, while occupational in nature, can be transferred to the UNM–Albuquerque Campus and applied toward a bachelor's in organizational learning and instructional technologies in the College of Education. However, career-technical courses are not guaranteed to transfer as credit. Additionally, grades earned in technical courses are not to be included in the grade point average at the UNM–Albuquerque Campus and may not be included in the GPA at other four-year institutions.

### Program Requirements

Total credit hours required: 65 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-

67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The computer-aided drafting program provides students with quality instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to be successful in the computer-aided drafting profession. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate of applied science in computer-aided drafting, our students will demonstrate that they have developed the ability to:

1. Communicate effectively in both oral and written form and use basic math to solve drawing problems.
2. Understand and apply necessary knowledge and skills in computer-aided drafting. These skills prepare students to solve drawing problems and execute drawings using drafting and design software.
3. Work as entry-level CAD operators in engineering firms.
4. Complete transferable academic courses that can be applied towards a BA in organizational learning and instructional technologies in the College of Education or in the School of Engineering and Architecture and Planning.

### Contact and Advising Information

Information about the associate of applied science in computer-aided drafting degree program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez at 925-8706 or [c2chavez@unm.edu](mailto:c2chavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Computer-Aided Drafting

## Associate of Applied Science in Computer-Aided Drafting Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours	Explanation of Elective Courses
<b>Semester 1</b>		
___ MATH 121 or MATH 150 ( see explanation).....	3	Students planning to major in engineering should select MATH 150 instead of MATH 121.
___ ENGL 101 .....	3	
___ CS 150 .....	3	Students planning to major in engineering should select PHYS 160 & PHYS 160L instead of PHYS 150 & PHYS 150L.
___ CAD 185.....	4	
___ MATH 123.....	3	
<b>Semester 2</b>		
___ ENGL 102 .....	3	Students planning to major in engineering should select CHEM 121L instead of CHEM 111L.
___ PHYS 151 & PHYS 151L or PHYS 160 & PHYS 160L (see explanation).....	4	
___ CAD 150.....	3	Students must select two Social & Behavioral Sciences courses from the UNM Core Curriculum (see page 66).
___ IT 121 .....	3	
___ CHEM 111L or CHEM 121L (see explanation).....	4	
<b>Semester 3</b>		
___ IT 122 .....	3	Student must select one CAD elective course not part of the required CAD courses as an elective.
___ Fine Arts, Humanities, or Foreign Language Elective (see explanation).....	3	
___ CAD 195.....	4	Students must select one Fine Arts, Humanities, or Foreign Language course from the UNM Core Curriculum (see pages 66-67).
___ CAD 260.....	4	
___ Social & Behavioral Sciences Elective (see explanation) .....	3	
<b>Semester 4</b>		
___ ENGL 219 .....	3	
___ CAD 270.....	4	
___ CAD 295.....	1-4	
___ CAD Elective (see explanation).....	3	
___ Social & Behavioral Sciences Elective (see explanation) .....	3	



# Computer-Aided Drafting

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## Computer-Aided Drafting Certificate

### Program Description

The core of the computer-aided drafting certificate program consists of CAD courses with a heavy emphasis on lab work. The symbols and methods used in drafting are covered in the architectural and technical drafting courses. Operating systems and related computer skills are covered in the computer applications courses.

### Career and Educational Advancement Opportunities

Upon completion of the computer-aided drafting certificate program students are prepared for entry-level positions as CAD operators. Graduates of the program are successfully placed, and many have already advanced to technician and project management positions.

### Program Requirements

Total credit hours required: 38 (see checklist for specific requirements).

### Program Learning Goals

Please refer to the associate of applied science in computer-aided drafting for information on learning goals for this program.

### Contact and Advising Information

Information about the associate of applied science in computer-aided drafting degree program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez at 925-8706 or [c2chavez@unm.edu](mailto:c2chavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

ACAD 101 or place reading at college level

# Computer-Aided Drafting

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## Computer- Aided Drafting Certificate Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours	Explanation of Elective Courses
<b>Semester 1</b>		Student must select one CAD elective course not part of the required CAD courses as an elective.
__ ENGL 101 .....	3	
__ MATH 120.....	3	
__ CS 150 .....	3	
__ CAD 150.....	3	
<b>Semester 2</b>		
__ IT 121 .....	3	
__ CAD185.....	4	
__ CAD 195.....	4	
__ CAD 260.....	4	
<b>Semester 3</b>		
__ IT 122 .....	3	
__ CAD 270.....	4	
__ CAD 295.....	1-4	
__ CAD Elective (see explanation).....	3-4	

# Construction Technology

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## Associate of Applied Science in Construction Technology

### Program Description

The associate of applied science degree in construction technology is designed for students entering apprenticeship-training programs. In addition to the 15 credit hours toward specific apprenticeship training, students will broaden their academic skills and develop an increased awareness of the workplace environment.

### Career and Educational Advancement Opportunities

Upon completion of the associate of applied science degree in construction technology, and at least 50% of the apprenticeship program, the student will be prepared for career advancement in the workplace which will likely lead to higher pay. In addition, group requirements and/or technical and academic core courses may transfer to programs in four-year universities.

### Program Requirements

Total credit hours required: 59 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The construction technology program provides students with quality instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to be successful in various construction trades. Course syllabi describe specific learning objectives for each trade that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate applied science in construction technology, our students will demonstrate the following:

1. Basic skills in industry-specific trades.
2. Essential academic skills in English, math, and reading for success in a workplace setting.
3. An understanding of basic construction safety.
4. Team-building and communication skills; and the basics of a good work ethic.

### Contact and Advising Information

Information about the associate of applied science degree in construction technology degree program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), the manager of Community Education, Rita Logan, at (505) 925-8971 or [rlogan@unm.edu](mailto:rlogan@unm.edu), or the Chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez at 925-8706 or [c2chavez@unm.edu](mailto:c2chavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 100 & ACAM 100—or place into MATH 120;

**Credit Hours:** 4 & 2; **COMPASS/ACT Min. Scores:** 57 (pre-algebra)/19

# Construction Technology

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## Associate of Applied Science in Construction Technology Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours	Explanation of Elective Courses
<b>Semester 1</b>		
___ MATH 120.....	3	Students must select two Humanities courses from the following: AMST 186, AMST 215, ENGL 150, or HIST 101.
___ ENGL 101 .....	3	
___ Humanities Elective (see explanation) .....	3	Students must select two general elective courses for a minimum of six credits.
___ CNST 293 .....	3	
___ General Elective (see explanation).....	3	
<b>Semester 2</b>		
___ STAT 145 .....	3	Students must select two Physical & Natural Science courses (at least one of which must include a lab) from the UNM Core Curriculum (see page 66).
___ ENGL 102 .....	3	
___ Humanities Elective (see explanation) .....	3	
___ JS 101L .....	6	
<b>Semester 3</b>		
___ CJ 130.....	3	
___ ARTS 123 .....	2	
___ CNST 293 .....	3	
___ Physical & Natural Sciences Elective (see explanation) .....	3	
___ PSY 105 or SOC 101 .....	3	
<b>Semester 4</b>		
___ ENGL 219 .....	3	
___ CNST 293 .....	3	
___ SPAN 101 .....	3	
___ Physical & Natural Sciences Elective (see explanation) .....	3	
___ General Elective (see explanation).....	3	

# Digital Media Arts

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## Associate of Applied Science in Digital Media Arts Program Description

The associate of applied science in digital media arts degree program offers general education and specific design and computer imaging skills to train the student to provide essential digital media technology assistance in the business environment. Students are prepared for employment in the fields of digital imaging, graphic, multimedia, and web design.

### Career and Educational Advancement Opportunities

The associate of applied science in digital media arts degree provides the student with a well-rounded, design-oriented, applications knowledge base, and creative problem solving skills that employers will appreciate in the digital media professional. In addition, the DMA core courses will help prepare the student for national certification. The associate of applied science in digital media arts degree, while occupational in nature, can be transferred to the UNM–Albuquerque Campus and applied towards a bachelor's in organizational learning and instructional technologies at the College of Education.

### Program Requirements

Total credit hours required: 65 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The digital media arts program provides students with quality instruction to facilitate a foundation knowledge, skills and behaviors necessary to be successful in the digital media arts profession. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate of applied science

in digital media arts, our students will demonstrate that they have developed the ability to:

1. Plan and produce a publication to advertise in print, broadcasting, and web media.
2. Apply understanding of Digital Media Arts principles in electronic media.
3. Gain positive interdisciplinary attitude.
4. Apply creative problem solving skills learned in the business realm to demonstrate working knowledge.

### Contact and Advising Information

Information about the associate of applied science in digital media arts is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Fine Arts Coordinator, Michael Ceschiat at (505) 925-8702 or [ceschiat@unm.edu](mailto:ceschiat@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Digital Media Arts

## Associate of Applied Science in Digital Media Arts Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ ENGL 101 .....	3
___ ARTS 106 .....	3
___ ARTS 187 .....	3
___ MA 110.....	3
___ SOC 101 .....	3
___ ARTS 130 .....	3
<b>Semester 2</b>	
___ ENGL 102 .....	3
___ ARTS 121 .....	3
___ ARTS 188 .....	3
___ Mathematics Elective (see explanation) .....	3
___ CS 150 .....	3
___ Writing and Speaking Elective (see explanation) .....	3
<b>Semester 3</b>	
___ ARTS 289 .....	3
___ IT 205 .....	3
___ CAD 180.....	4
___ History, Theory, or Aesthetics of the Arts or Literature Elective.....	3
<b>Semester 4</b>	
___ IT 270 .....	3
___ PSY 105 .....	3
___ Philosophy Elective (see explanation) .....	3
___ Physical & Natural Sciences Elective (see explanation) .....	4
___ Foreign Language Elective (see explanation).....	3

### Explanation of Elective Courses

Students must select a Mathematics course from the UNM Core Curriculum (see page 66).

Students must select one Writing & Speaking course from the UNM Core Curriculum (see page 66).

Students must choose one course from the following list: ARTH 101, ARTH 201, ARTH 202, ENGL 150, ENGL 206, ENGL 211, ENGL 250, ENGL 296, ENGL 297, MA 210, MUSE 139, MUSE 140, MUSE 271, or THEA 122.

Students must choose one course from the following list: PHIL 101, PHIL 156, or PHIL 245.

Students must select one Physical & Natural Science course which must include a lab from the UNM Core Curriculum (see page 66).

Students must select one Foreign Language course from the UNM Core Curriculum (see page 67).

**Digital Media Arts  
Certificate Requirements**



# Digital Media Arts

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## Digital Media Arts Certificate

### Program Description

The digital media arts certificate program is a subset of the associate of applied science in digital media arts degree offering only the specific design and computer imaging skills to train the student to provide essential digital media technology assistance in the business environment. As with the associate's degree program, students are prepared for employment in the fields of digital imaging, graphic, multimedia, and web design.

### Career and Educational Advancement Opportunities

The digital media arts certificate provides the student with the same well-rounded, design-oriented, applications knowledge base, and creative problem solving skills that employers will appreciate in the digital media professional. In addition, the DMA core courses will help prepare the student for national certification.

### Program Requirements

Total credit hours required: 37 (see checklist for specific requirements).

### Program Learning Goals

Please refer to the associate of applied science in digital media arts on page 122 for the program's learning goals.

### Contact and Advising Information

Information about the associate of applied science in digital media arts is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Fine Arts Coordinator, Michael Ceschiat @ (505) 925-8702 or [ceschiat@unm.edu](mailto:ceschiat@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Digital Media Arts

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## Digital Media Arts Certificate Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
__ ENGL 101 .....	3
__ ARTS 106 .....	3
__ ARTS 187 .....	3
__ MATH 120.....	3
<b>Semester 2</b>	
__ ARTS 121 .....	3
__ ARTS 130 .....	3
__ ARTS 188 .....	3
__ CS 150 .....	3
<b>Semester 3</b>	
__ IT 205 or IT 270 .....	3
__ ARTS 289 .....	3
__ CAD 180.....	4
__ MA 110.....	3

# General Studies

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## Associate of Applied Science in General Studies

### Program Description

The aim of the associate of applied science in general studies degree is to provide a variety of experiences that broadens academic understanding, increases knowledge of the relationships across the disciplines, and helps develop an increased awareness of others and of the environment.

### Career and Educational Advancement Opportunities

A student who is awarded this degree is prepared to enter jobs that require one or two years of college but do not require a declared major field of study. In addition, group requirements, other than technical courses, may transfer to academic programs in four-year universities.

### Program Requirements

Total credit hours required: 61 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The general studies program provides students with quality instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to continue their studies in a wide variety of academic or career-technical areas. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate applied science in general studies, our students will demonstrate that they have developed the ability to:

1. Broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.

2. Apply critical thinking skills to demonstrate: a) comprehension of subjects taken and, in particular, the chosen field of study; and b) practical application of information (e.g., interpreting effect of supply & demand in the market place; compare and contrast names, dates & important events in history as they affect current events; better understanding of national & international problems of our time such as homelessness health care, environment, poverty, crime).
3. Awareness of the human condition from an institutional perspective: religion, politics, government, environment, education.
4. Complete the first two years of any baccalaureate field.
5. Opportunities for success in whichever academic life goals the student chooses.

### Contact and Advising Information

Information about the associate of arts in liberal arts degree program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Communication, Humanities, Education & Social Sciences Division, Dr. Jon Conescu at 925-8614 or [jconescu@unm.edu](mailto:jconescu@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# General Studies

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## Associate of Applied Science in General Studies Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ ENGL 101 .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ Humanities or Fine Arts Elective (see explanation) .....	3
___ General Elective (see explanation) .....	3
___ General Elective (see explanation) .....	3
<b>Semester 2</b>	
___ ENGL 102 .....	3
___ General Elective (see explanation) .....	3
___ Humanities or Fine Arts Elective (see explanation) .....	3
___ General Elective (see explanation) .....	3
___ Physical & Natural Sciences & Math Elective (see explanation) .....	3-4
<b>Semester 3</b>	
___ General Elective (see explanation) .....	3
___ General Elective (see explanation) .....	3
___ General Elective (see explanation) .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
___ Physical & Natural Sciences or Math Elective (see explanation) .....	3
<b>Semester 4</b>	
___ ENGL 219 or 220 or CJ 130 or PHIL 156 .....	3
___ General Elective (see explanation) .....	3
___ General Elective (see explanation) .....	3
___ General Elective (see explanation) .....	3
___ Physical & Natural Sciences or Math Elective (see explanation) .....	3

### Explanation of Elective Courses

Students must select two Social & Behavioral Sciences courses preferably, but not exclusively, from the UNM Core Curriculum (see page 66).

Students must complete 30 credit hours of General Elective courses, at least 15 of which must be academic and the remaining 15 may be selected from any career-technical field.

Students must select two Humanities or Fine Arts courses preferably, but not exclusively, from the UNM Core Curriculum (see pages 66-67).

Students must select three Physical & Natural Science or Mathematics courses (at least one of which must include a lab) preferably, but not exclusively, from the UNM Core Curriculum (see page 66).

# Information Technology

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## Associate of Applied Science in Information Technology Program Description

The associate of applied science in information technology degree program offers general education and specific computer skills designed to train the student to provide essential computer-related assistance in the business environment. The degree will give the student skills in hardware maintenance, networking, database development, programming fundamentals, and web design.

### Career and Educational Advancement Opportunities

The associate of applied science in information technology degree provides the student with a well-rounded knowledge base, trouble-shooting skills, and customer service techniques that employers will appreciate in an IT professional. In addition, the IT core courses will help prepare the student for national certification. The associate of applied science in information technology degree, while occupational in nature, can be transferred to the UNM–Albuquerque Campus and applied towards a bachelor's in organizational learning and instructional technologies at the College of Education. However, career/technical courses are not guaranteed to transfer as credit. Additionally, grades earned in technical courses are not included in the grade point average at the UNM–Albuquerque Campus and may not be included in the GPA of other four-year institutions.

### Program Requirements

Total credit hours required: 65 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The information technology program provides students with quality instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to be successful in the information technology profession. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate of

applied science in information technology, our students will demonstrate that they have developed the ability to:

1. Use and possess broad-based knowledge of information and concepts related to installing and maintaining computer hardware, installing and maintaining computer networks, analyze and create multi-table databases according to user specifications, and write code for the web and desktop computer platforms.
2. Equip students with necessary knowledge and skills in various areas of Information Technology. These skills prepare students to solve computer hardware and network problems, prepare to take the certification A++ test, create a website using good design principles, demonstrate a basic proficiency in computer programming, and develop database applications for users.
3. Obtain an entry-level position in computer hardware maintenance, computer network technician, web design and implementations, and database design and development.
4. Complete the first two years of a BA in Organizational Learning and Instructional Technology.

### Contact and Advising Information

Information about the associate of applied science in information technology degree program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez at 925-8706 or [c2chavez@unm.edu](mailto:c2chavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 120 & MATH 106—or place into MATH 121;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Information Technology

## Associate of Applied Science in Information Technology Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ MATH 121 .....	3
___ IT 121 .....	3
___ CS 150 or OBT 263 .....	3
___ IT 125 .....	3
___ OBT 105 .....	1
___ Physical & Natural Sciences Elective (see explanation) .....	4
<b>Semester 2</b>	
___ ENGL 101 .....	3
___ IT 122 .....	3
___ IT 222 .....	3
___ IT 131 .....	3
___ CJ 130.....	3
<b>Semester 3</b>	
___ MGMT 116.....	3
___ CS 151 & CS 151L or CS 152 & CS 152L.....	3
___ IT 230 .....	3
___ IT 205 .....	3
___ English, Communication & Journalism, or Humanities, Fine Arts, Social & Behavioral Sciences, or Foreign Language Elective (see explanation).....	3
<b>Semester 4</b>	
___ IT 140 .....	3
___ EDUC 293 (see explanation).....	3
___ IT 295 .....	3
___ IT 270 .....	3
___ ENGL 119 .....	3
___ English, Communication & Journalism, or Humanities, Fine Arts, Social & Behavioral Sciences, or Foreign Language Elective (see explanation).....	3

### Explanation of Elective Courses

Students must select one Physical & Natural Science courses (at least one of which must include a lab) from the UNM Core Curriculum (see page 66).

Students must complete two courses chosen from the following: ENGL 102, ENGL 219, CJ 221, or the UNM Core Curriculum in Humanities, Fine Arts, Social & Behavioral Sciences, or Foreign Language.

The EDUC 293 course must focus on career planning.

**Information Technology  
Certificate Requirements**



# Information Technology

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## Information Technology Certificate

### Program Description

The information technology certificate program is a subset of the associate of applied science in information technology degree program which offers specific computer skills designed to train the student to provide essential computer-related assistance in the business environment. This certificate program is geared for the student who wants to gain experience in computer maintenance, database development, and web design in a shorter time frame.

### Career and Educational Advancement Opportunities

The information technology certificate program provides the student with trouble-shooting skills and customer service techniques that employers will appreciate in an IT professional. In addition, the IT core courses will help prepare the student for national certification.

### Program Requirements

Total credit hours required: 32 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

Please refer to the associate of applied science in information technology for information on learning goals for this program.

### Contact and Advising Information

Information about the information technology certificate program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez at 925-8706 or [c2chavez@unm.edu](mailto:c2chavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

# Information Technology

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## Information Technology Certificate Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
__ ENGL 101 .....	3
__ IT 205 .....	3
__ CS 150 or OBT 263 .....	3
__ OBT 105 .....	1
__ IT 125 .....	3
__ IT 122 .....	3
<b>Semester 2</b>	
__ IT 131 .....	3
__ MGMT 116.....	3
__ CJ 130.....	3
__ IT 295 .....	3
__ IT 121 or IT 222 or IT 230 or IT 270 .....	3
__ EDUC 293 (see explanation).....	1

### Explanation of Elective Courses

The EDUC 293 course must focus on career planning.

# Office and Business Technology

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## Associate of Applied Science in Office & Business Technology

### Program Description

As technology continues to expand, so does the necessity for well-qualified office personnel. Cutting edge computers and electronic communication equipment are a vital part of the 21st Century office. Organizations need timely and effective office and administrative support in order to meet the needs of today's demanding and complex office. Administrative assistant and support service positions will continue to be available to qualified individuals and are available in virtually every sector of the economy: education, legal, medical, government, and small and large businesses.

### Career and Educational Advancement Opportunities

Upon completion of the associate of applied science in office & business technology program, students will be ready to obtain an office position. In order to advance, students are encouraged to take the Microsoft Office Specialist Exam (MOS) and join a professional organization such as: the International Association of Administrative Professionals (IAAP) and work toward becoming a Certified Administrative Professional (CAP). These certifications will be beneficial for students who wish to advance or obtain top positions. The associate of applied science office and business technology degree, while occupational in nature, can be transferred to the UNM–Main Campus and applied towards a Bachelor's in Organizational Learning and Instructional Technology (OLIT) in the College of Education. However, career-technical courses are not guaranteed to transfer as credit. Additionally, grades earned in career/technical courses are not included in the grade point average at the UNM–Main Campus and may not be included in the grade point average of other four-year institutions.

### Program Requirements

Total credit hours required: 70 (see checklist for specific requirements). Please refer to the *University of New Mexico Core Curriculum* on pages 65-67 for a list of allowable core curriculum elective courses.

### Program Learning Goals

The office & business technology program provides students with quality

instruction to facilitate mastery of the knowledge, skills, and behaviors necessary to be successful in the office administration profession. Course syllabi describe the learning objectives that contribute to the program learning goals and explain how students' learning is evaluated. Upon successful completion of the required courses for the associate applied science in office & business technology, our students will demonstrate that they have developed the ability to:

1. Understand and possess broad-based knowledge of information and concepts related to writing & speaking, mathematics, physical & natural sciences, social & behavioral sciences, humanities, foreign language, and fine arts.
2. Use electronic equipment to compose letters, memos, and emails; send and receive faxes; answer phones and schedule meetings.
3. Use a variety of software programs to create spreadsheets, databases, publications, and presentations.
4. Become Certified in Microsoft Office System (MOS) and Office Professional Assessment Certification (OPAC).
5. Obtain an entry-level position as an administrative assistant in an office environment such as: medical, legal, education, government, and small or large business.
6. Complete transferable academic courses which can be applied towards a BA in organizational learning and instructional technologies in the College of Education.

### Contact and Advising Information

Information about the associate of applied science office and business technology degree program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez at 925-8706 or [c2chavez@unm.edu](mailto:c2chavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

# Office and Business Technology

## Associate of Applied Science in Office and Business Technology Degree Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ ENGL 101 .....	3
___ OBT 101 .....	3
___ OBT 110 .....	3
___ CS 150 .....	3
___ Fine Arts, Humanities, or Foreign Language Elective (see explanation).....	3
<b>Semester 2</b>	
___ ENGL 102 .....	3
___ ENG 119.....	3
___ MGMT 116.....	3
___ OBT 111 .....	3
___ MGMT 113.....	3
___ IT 121 .....	3
<b>Semester 3</b>	
___ OBT 112 .....	3
___ OBT 265 .....	3
___ OBT 205 .....	3
___ OBT 235 .....	3
___ IT 122 .....	3
___ Social & Behavioral Sciences Elective (see explanation) .....	3
<b>Semester 4</b>	
___ OBT 257 .....	3
___ OBT 260 .....	3
___ OBT 263 .....	3
___ OBT 295 .....	3
___ OBT 219 or OBT 221 or IT 270 or IT 205.....	3
___ Physical & Natural Sciences elective (see explanation) .....	3

### Explanation of Elective Courses

Students must complete one course chosen from the UNM Core Curriculum in Fine Arts, Humanities, or Foreign Language. ECON 105 or ECON 106 are highly recommended.

Students must select one Social & Behavioral Sciences course from the UNM Core Curriculum (see page 66).

Students must select one Physical & Natural Science course from the UNM Core Curriculum (see page 66).

**Office & Business Technology  
Certificate Requirements**



# Office and Business Technology

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## Office & Business Technology Certificate

### Program Description

The office and business technology certificate is a one-year program that consists of a subset of the associate of applied science office and business technology degree program. It provides information technology, general business courses, and various OBT courses designed to prepare the student for a successful career in secretarial administration.

### Career and Educational Advancement Opportunities

Students may apply the courses listed in the office and business technology certificate program towards the associate of applied science in office and business technology degree.

### Program Requirements

Total credit hours required: 36 (see checklist for specific requirements).

### Program Learning Goals

Please refer to the associate of applied science in office & business technology for information on learning goals for this program.

### Contact and Advising Information

Information about the office and business technology certificate program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Chair of the Business, Technology & Fine Arts Division, Ms. Cindy Chávez at 925-8706 or [c2chavez@unm.edu](mailto:c2chavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL 100 & AENG 100—or place into ENGL 101;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

# Office and Business Technology

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## Office and Business Technology Certificate Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
__ ENGL 119 .....	3
__ OBT 110 .....	3
__ CS 150 .....	3
__ OBT 111 .....	3
<b>Semester 2</b>	
__ IT 121 .....	3
__ OBT 101 .....	3
__ OBT 112 .....	3
__ MGMT 116.....	3
<b>Semester 3</b>	
__ OBT 205 .....	3
__ OBT 295 .....	3
__ OBT 235 .....	3
__ OBT 257 .....	3

# Health Sciences

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## Health Sciences Programs

### Program Description

The health sciences programs include Personal Care Attendant (PCA-Home Health Aide), Certified Nursing Assistant (CNA), Certified Medication Aide (CMA), and Certified Phlebotomy Technician (PBT). Each program is designed in a short-term format featuring hands-on, skills-based learning techniques in the Valencia Campus Nursing Lab followed by clinical skills training in various healthcare settings specific to each course. A UNM-Valencia Campus Certificate of Completion is awarded upon successful completion of each of the health sciences programs.

### Career and Educational Advancement Opportunities

With the exception of the CMA program which requires that students have already passed the Certified Nursing Assistant exam, students may enroll in any of the health sciences programs offered at UNM-Valencia as they build on basic skills required for the provision of care at various facilities in the healthcare field. PCAs are in demand in assisted living facilities and home healthcare. The basic skills learned in the PCA program are enhanced in the CNA classes and clinical settings and prepare students to sit for the certification exam and for work in healthcare facilities under the supervision of a Registered Nurse (RN). In order to enroll in the CMA program and sit for the certification exam, students must have successfully completed the CNA program and certification exam as CMAs are authorized to administer medication in healthcare settings, also under the supervision of an RN. Phlebotomists are in demand in many healthcare settings as well as in testing and reference laboratories. Prospective nursing students are often advised to take the CNA program prior to enrolling in local schools of nursing. Students who intend to transfer to a four-year college or university may enroll in the associate of science in general science which provides the academic core required for many careers in healthcare.

### Program Requirements

Total credit hours required: Certified Medication Aide: 6 credit hours to include 60 hours lecture/skills lab and 32 hours clinical; Certified Nursing Assistant: 8 credit hours to include 96 hours lecture/skills lab and 32 hours clinical; Personal Care Attendant (Home Health Aide): 5 credit

hours to include 64 hours lecture/skills lab and 16 hours clinical/job shadowing; and Certified Phlebotomy Technician: 12 credit hours to include 120 hours lecture/skills lab and 120 hours clinical. Prior to entering clinical setting in the final week of class, students must be certified in American Heart Association Basic Life Support for Healthcare Providers CPR and First Aid and have taken a TB test as well as other immunizations as specified in each course description. Employers in the healthcare setting will require a finger print background check and drug testing prior to hiring.

### Program Learning Goals

The health sciences programs provide students with quality instruction in preparation for successful employment in an entry-level health field. All course syllabi include course learning objectives indicating the skills and behaviors the student should know and be able to perform upon successful completion of each course in the program. Upon successful completion of the required courses for each health science program, our students will demonstrate:

1. Workplace skills specific to healthcare careers.
2. Knowledge of local, state, and federal guidelines that apply to the healthcare industry.
3. Basic knowledge of anatomy and physiology.
4. Knowledge of records documentation and basic medical terminology.
5. Team-building and communication skills; the basics of a good work ethic; and successful job-seeking strategies.
6. Where applicable, students will be prepared for the certification exam specific to the course.

### Contact and Advising Information

Information about the health sciences programs is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu), or the Co-Chair of the Science & Mathematics Division for Science Programs, Dr. Miriam Chávez at 925-8613 or [mjchavez@unm.edu](mailto:mjchavez@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of ENGL 100 and MATH 099 with a grade of "CR."

# Health Sciences

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## Health Sciences Programs Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Program Course	Credit Hours
<b>Personal Care Attendant (Home Health Aide)</b>	
__PCA 101 .....	5
<b>Certified Nursing Assistant</b>	
__CNA 101L .....	8
<b>Certified Medication Aide</b>	
__CMA 101L.....	6
<b>Certified Phlebotomy Technician</b>	
__PBT 101 .....	8
__PBT 102 .....	4

# Job Skills

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## Job Skills Certificate

### Program Description

The job skills certificate program was originally developed to enable students to obtain a credential in specific occupational skills while improving basic writing, reading, computing, mathematics, and interpersonal communication skills, as well as job seeking strategies.

### Career and Educational Advancement Opportunities

Students enrolled in the job skills certificate program can complete workplace specific courses, such as the various health sciences and construction technology programs now available at UNM-Valencia Campus while broadening their basic academic and communications skills.

### Program Requirements

Total credit hours required: 28 (see checklist for specific requirements).

### Program Learning Goals

The job skills certificate program provides students with quality instruction in preparation for continuation of studies in a wide variety of programs. All course syllabi include course learning objectives indicating the skills and behaviors the student should know and be able to perform upon successful completion of each course in the program. Upon successful completion of the required courses for the job skills certification, our students will demonstrate that they have developed the ability to:

1. Demonstrate basic workplace skills in industry-specific trades and careers.
2. Essential academic skills in English, math, and reading for success in a workplace setting.
3. Basic team-building and communication skills.
4. The basics of a good work ethic and successful job-seeking strategies.

### Contact and Advising Information

Information about the job skills certificate program is available from the Advisement Center at (505) 925-8560 or [vcadvise@unm.edu](mailto:vcadvise@unm.edu) or the manager of Community Education, Rita Logan, at (505) 925-8971 or [rlogan@unm.edu](mailto:rlogan@unm.edu).

### Course Prerequisites

Students must meet prerequisites by achievement of minimum placement scores on the COMPASS or ACT, or through completion of course work.

**Course:** ENGL099 & AENG 099—or place into ENGL 100;

**Credit Hours:** 4 & 2; **COMPASS/ACT Minimum Scores:** 75/19

**Course:** MATH 099—or place into MATH 100 or higher;

**Credit Hours:** 3 & 1; **COMPASS/ACT Minimum Scores:** 55/22

# Job Skills

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## Job Skill Certificate Requirements

Recommended course sequence for full-time students. Students should see an advisor to customize their educational plans.

Course	Credit Hours
<b>Semester 1</b>	
___ ENGL 100 .....	4
___ AENG 100 .....	2
___ MATH 100 .....	4
___ ACAM 100 .....	2
___ IT 101 .....	1
<b>Semester 2</b>	
___ JS 101 .....	6
___ JS 201 .....	6
___ OBT 295 .....	3