

DUAL CREDIT PROCESS FOR CNM

All CNM Dual Credit sign up and registration is done through CNM. No paperwork needs to be submitted to AIMS and no signatures from AIMS are required.

Dual Credit Main page: <https://www.cnm.edu/depts/outreach/dual-credit>

Steps for becoming a dual credit student at CNM: <https://www.cnm.edu/depts/outreach/dual-credit/dual-credit-register>

TESTBOOKS: See Ms. Lujan for textbooks we have at AIMS. If we do not have it, purchase the book, save the receipt, and the student will be reimbursed upon receiving a C or better in the class. We will not pay for books we already have. See Ms. Lujan for a textbook reimbursements. AIMS will not pay for courses that have Included fees. If you wish to take a class that uses Included, students/parents are required to pay the Included fees.

STEPS TO BECOMING A CNM DUAL CREDIT STUDENT

- 1** **APPLY AND GET A CNM STUDENT ID NUMBER**
Go to [cnm.edu/dualcredit](https://www.cnm.edu/dualcredit) and click on Apply as a Dual Credit Student. Be sure to select "Dual Credit" as your student type. You will receive a CNM student ID number after applying or one will be emailed to you.
- 2** **SUBMIT THE REQUIRED AGREEMENT FORM**
Visit [cnm.edu/dcagreement](https://www.cnm.edu/dcagreement). Turn in the required dual credit agreement form at any CNM Admissions Office within five business days after completing your application, or email it to admissions@cnm.edu.
- 3** **SET UP YOUR MYCNM STUDENT ACCOUNT**
Go to my.cnm.edu or click on myCNM from the [cnm.edu](https://www.cnm.edu) homepage.
- 4** **COMPLETE NEW STUDENT ORIENTATION**
Find out more at [cnm.edu/nso](https://www.cnm.edu/nso). Dual Credit students must complete the online orientation.
- 5** **TAKE THE ACCUPLACER PLACEMENT EXAM**
Go to [cnm.edu/accuplacer](https://www.cnm.edu/accuplacer) and click on Schedule my Accuplacer. You must bring your CNM student ID number and a picture ID to take the exam.
- 6** **MEET WITH A CNM DUAL CREDIT ACADEMIC COACH**
Visit [cnm.edu/advisement](https://www.cnm.edu/advisement) and click on Schedule an Appointment. It is recommended that you meet with a CNM Dual Credit Academic Coach to discuss your course placement options. Be sure to bring your ACT or SAT scores, or complete the Accuplacer Placement Exam.

7

REGISTER FOR CLASSES

Register for classes online through your myCNM student account.

8

GET A CNM STUDENT ID CARD

Bring a State ID card, Driver's License or high school ID to the CNM ID Office to get your CNM student ID card.

9

GET YOUR TEXTBOOKS

See your high school counselor for textbook instructions.

10

LOCATE YOUR CLASSES

Visit cnm.edu/maps-and-directory to locate the campus and building where your class(es) will be held.

CNM ID: _____

CNM EMAIL: _____

You will use this information to access CNM's many resources and online tools. Please save in a secure place.

CNM.EDU
505-224-3352
DUALCREDIT@CNM.EDU

CNM 
Central New Mexico Community College