



# 10 Steps to Becoming a CNM Dual Credit Student

**Become a CNM Suncat and explore more than 100 certificate and degree programs.**

## **Here's how:**

1.  Go to [cnm.edu/dualcredit](http://cnm.edu/dualcredit). Fill out the free online application. Be sure to select “Dual Credit” as your application type and you won't be charged for tuition. You will receive a student ID number at the end of the process or one will be sent to you.
2.  Submit the required signature page at any CNM Admissions Office within five business days. Visit [cnm.edu/dcsignaturepage](http://cnm.edu/dcsignaturepage).

## **Before registering:**

3.  Transfer your ACT or SAT scores to CNM. Or take the Accuplacer test at any CNM Assessment Center. The Accuplacer is offered free of charge at any of CNM's five campuses. Remember to take your CNM student ID number and a picture ID.
4.  Take your test scores and meet with a CNM Dual Credit Achievement Coach. Visit [cnm.edu/connect](http://cnm.edu/connect) or call 224-3186.
5.  Complete the new student orientation. Find out more at [cnm.edu/nso](http://cnm.edu/nso). *Dual Credit students must complete the online orientation.*
6.  Set up your **myCNM** account at [cnm.edu](http://cnm.edu). Click on **myCNM**.

## **Register for class:**

7.  Register for classes online through your **myCNM** account.
8.  Obtain a student ID card.
9.  See your high school counselor for textbook instructions.
10.  Visit [cnm.edu/maps-and-directory](http://cnm.edu/maps-and-directory) to locate the campus and building where your class(es) will be held.

**Have questions? E-mail us at [dualcredit@cnm.edu](mailto:dualcredit@cnm.edu)  
or call the Outreach Services Office at 224-4715.**

# Here's how to register for CNM classes:

1.  Log into *my*CNM (cnm.edu).
2.  Click on “Registration/Grades” tab.
3.  Under “Register for Classes,” click on “Register Here (Add/Drop classes).”
4.  Click “Search For Open Classes.”
5.  Search by term, select your appropriate term and click “Submit.”
6.  Click on the course subject area that you would like to search and click on “Course Search.”
7.  Click on “View Sections.”
8.  Select an open section with days and times that meet your schedule needs.
  - A.  Click the check box of the course you would like to register for.
  - B.  Scroll to the bottom of the page and click on “Register.”
9.  Go back to the Registration/Grades tab on the upper left hand side of the screen.
10.  Click on “Your Current Class Schedule” to confirm your schedule of classes and to view the campus and classroom location along with the days and times of the class.



Central New Mexico Community College

cnm.edu  
224-3000