

NMSU-A REGISTRATION CHECKLIST

For more information, call 575-439-3600



A) New Students

Students new to the university or graduating Dual Credit students

B) Continuing Students

Students who have taken classes the previous semester

C) Returning/Re-admit Students

Previous students who have not taken any NMSU classes within the last year

A) New Students

- 1) Complete the admissions application – go to <https://apply.nmsu.edu/apply/>
 - Create an account (not your myNMSU account)
 - Submit OFFICIAL transcripts
 - \$20 application fee
- 2) Financial Aid (if needed) – for more information, email finaidnmsua@nmsu.edu
 - Complete the FAFSA
 - Veterans benefits
 - Bridge Scholarship (graduating NM High School students)
 - Scholarships (Lottery, Continuing Education, etc.)
 - Work-Study
- 3) After 24 business hours, contact admissions to check status at admissnmsua@nmsu.edu
- 4) Create your student account (MyNMSU & CANVAS)

This includes your student email: username@nmsu.edu. Official communications to and from the university are done through this email account. It should be checked regularly.

 - Go to the website – nmsua.edu
 - Click on myNMSU (on the top right)
 - Enter your student number (Aggie ID) or social security number and birth date
 - READ and agree to policy statement
 - Create USERNAME and PASSPHRASE
 - Complete Emergency Notification form
 - Sign in with new account information
 - Click on PASSPHRASE MANAGEMENT, set 3 security questions
- 5) New Student Orientation – email Advising at advisingnmsua@nmsu.edu or call 575-439-3600
 - Provide name and MyNMSU (student) email address
 - Located in CANVAS
- 6) Meet with an academic advisor to schedule classes - call 575-439-3600 or email advisingnmsua@nmsu.edu
- 7) Register for classes through MyNMSU – printed schedule under
CONCISE STUDENT SCHEDULE

- 8) Purchase books and class supplies through your MyNMSU student account
- 9) Know your class(es), start date and location (CANVAS)

B) Continuing Students

- 1) Financial Aid – verify all information is current. Check your MyNMSU for updates under the Financial Aid tab and student email.
- 2) Advising – meet with an academic advisor to schedule classes
- 3) Register for classes through MyNMSU – printed schedule under
CONCISE STUDENT SCHEDULE
- 4) Purchase textbooks through your MyNMSU student account
- 5) Know you class(es), start date and location (CANVAS)

C) Returning/Re-admit Students

- 1) Complete the admissions application – go to <https://apply.nmsu.edu/apply/>
(If \$20 fee was paid with first application, no new fee is required.)
- 2) Update Financial Aid (if needed) – for more information, email finaidnmsua@nmsu.edu
- 3) Re-activate MyNMSU student account

This includes your student email: username@nmsu.edu. Official communications to and from the university are done through this email account. It should be checked regularly.

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 - Enter your student number (Aggie ID) or social security number and birth date
 - READ and agree to policy statement
 - Create USERNAME and PASSPHRASE
 - Complete Emergency Notification form
 - Sign in with new account information
 - Click on PASSPHRASE MANAGEMENT, set 3 security questions
- 4) Meet with an academic advisor to schedule classes – call 575-439-3600 or email advisingnmsua@nmsu.edu
 - 5) Register for classes through MyNMSU – printed schedule under
CONCISE STUDENT SCHEDULE
 - 6) Purchase books and class supplies through your MyNMSU student account
 - 7) Know your class(es), start date and location (CANVAS)