

NEW/TRANSFER STUDENT – TO DO LIST

STUDENT AFFAIRS • 705 Gurley Avenue • Gallup, New Mexico • 87301 • ☎ 505.863.7500

ADMISSION/REGISTRAR OFFICE:

(Apply Online)

<https://www.gallup.unm.edu/admissions/>

<https://www.gallup.unm.edu/admissions/howtoapply.php>

☎ 505.863.7524 FAX: 505.863.7610

Required documents (OFFICIAL):

✉ gallupadmissions@unm.edu

High School Transcripts Other College Transcripts (if any)

📍 705 Gurley Ave Gallup, New Mexico 87301

Military Transcripts (if any)

Submit all supporting documents (except any documents that contain your Social Security Number) by email: gallupadmissions@unm.edu or in-person at the SSTC Bldg. Please check your UNM Email regularly for any correspondence.

UNM NET ID & PASSWORD: (Required)

(Activate Online – Instructions on back of this sheet)

<https://netid.unm.edu/>

Complete 24 hours after you've been admitted and have received your nine-digit UNM Banner ID#.

☎ 505.277.5757 (UNM Albuquerque)

Your UNM NetID and Password are your keys to access many of UNM's online services, including myUNM, LoboMail, and on-campus computer systems.

UNM LOBOMAIL: (Activate Online)

IMPORTANT: Check your email regularly for instructions, updates, and/or appointments. Send all your email correspondences through your UNM Lobomail. **DON'T MISS OUT ON IMPORTANT NOTIFICATIONS REGARDING YOUR STATUS.**

<http://lobomail.unm.edu/>

☎ 505.277.5757 (UNM Albuquerque)

NEW STUDENT ORIENTATION TO-GO: (Required)

(Complete Online)

<https://www.gallup.unm.edu/advising/orientation.php>

☎ 505.863.7706

✉ UNMGadvisement@unm.edu

Watch/Review Part I & II videos

Complete the POST-QUIZ online

Email your Advisor your Post-Quiz Scores

For All incoming new and transfer students.

COLLEGE PLACEMENT: (IMPORTANT)

Send a copy of your **UNOFFICIAL TRANSCRIPTS** to your Advisor by email:

☎ 505.863.7706

✉ UNMGadvisement@unm.edu

High School Transcripts (required) SAT/ACT Test Scores (if any)

Other College Transcripts (if any) Military Transcripts (if any)

The Advisor will review your Transcripts/Scores to determine your English and/or Math start levels - if needed

SCHEDULE AN APPOINTMENT WITH AN ADVISOR: (Complete Online)

LoboAchieve.unm.edu

<https://advisement.unm.edu/resources/technology/loboachieve/index.html>

☎ See Advisor Listing below

LoboAchieve is an advising application that allows students to schedule appointments with advisors, and access advising session notes.

Advisors manage their appointment calendar through LoboAchieve, enter advising session notes, and manage their student-advising lists.

WHO IS YOUR ACADEMIC ADVISOR?

☎ 505.863.7706

<https://www.gallup.unm.edu/advising/> ✉ UNMGadvisement@unm.edu

ALL CNA / PRE-NURSING / BSN Programs

gallup.unm.edu/nursing/

	A – D (S, T)	E – K (U, V, W)	L – R (X, Y, Z)	NURSING (A - Z)
STUDENT'S LAST NAME:	Shynal Robinson ☎ 505.863.7746 TEXT: 505.862.9198 ✉ shynal@unm.edu	Michelle Lee ☎ 505.863.7534 TEXT: 505.862.9049 ✉ tsinnami@unm.edu	Sheryl Luther ☎ 505.863.7660 TEXT: 505.862.9202 ✉ slutherw@unm.edu	Grace Lueras ☎ 505.863.7599 TEXT: 505.870.6647 ✉ luerasg@unm.edu

WHO IS YOUR PROGRAM COORDINATOR?

(Visit website for other program requirements. Send an email to the Faculty person to request for an appointment)

DENTAL ASSISTING	EMS / EMT	MEDICAL LAB TECH	HEALTH INFO TECH
Gayle Woodcock ☎ 505.863.7515 ✉ gwoodcock@unm.edu gallup.unm.edu/dental-assisting	Sonya Damon ☎ 505.726.6324 ✉ sdamon01@unm.edu gallup.unm.edu/ems/	Corine Gonzales ☎ 505.863.7598 ✉ gonzalesc@unm.edu gallup.unm.edu/mlt	Roseanna McGinn TEXT ONLY: 505.803.5373 ✉ rmcginn@unm.edu gallup.unm.edu/hit

FINANCIAL AID / SCHOLARSHIP PROCESS:

(Start Online)

 <https://www.gallup.unm.edu/financialaid/>

📞 505.863.7663 **FAX:** 505.863.7601

✉ gallupfinancialaid@unm.edu

Set-Up Direct Deposit (optional): <https://financialaid.unm.edu/about/resources/account/direct-deposit.html>

Search and Apply for Scholarships early: <https://www.gallup.unm.edu/scholarships/>

IF you are a recent HIGH SCHOOL graduate – Review detail information regarding the “NM Lottery / Bridge Scholarship” with your Financial Aid Advisor

FSA ID: <https://fsaid.ed.gov/>

FAFSA Application: <https://studentaid.gov/h/apply-for-aid/fafsa>

SET UP YOUR LOBOMAIL ON YOUR DEVICE:

(Activate Online – Follow instructions)

📞 505.277.5757 (UNM Albuquerque)

 https://unm.custhelp.com/app/answers/detail/a_id/6621

• How do I set up Apple iOS (iPhone, iPad, iPod touch) to access LoboMail?

• How do I set up my Android device for LoboMail?

LOBOALERTS: (Activate Online)

 <https://loboalerts.unm.edu/>

📞 505.277.5757 (UNM Albuquerque)

LoboAlerts is the University's emergency text messaging system. LoboAlerts is just one piece of the multi-faceted, campus notification system used to provide safety and weather alerts, and notification of events which have the potential to threaten the University's ability to conduct regular activities. The system also includes a warning siren, email alerts, and web page updates.

TO CREATE A UNM NET ID AND PASSWORD

It is important to choose an appropriate NetID. A NetID is the user name you will use to access various systems at UNM, including email. For security reasons, the NetID should not contain any major part of your SSN, UNM ID or your date of birth. When you create a NetID, a UNM email account is automatically created for you with the NetID listed as the first part of your email address. *For example, Lucy Lobo chose the NetID of 'lucylobo'. Her email address is lucylobo@unm.edu.*

Students must have been fully admitted to UNM at least one day prior to attempting to create their UNM NetID.

- Visit <https://netid.unm.edu/>
- Select “New NETID Registration” (left column)
- Select “UNM NETID Registration” link
- Enter your “Banner ID” (nine digit UNM ID#) and “Birth Date” (mm/dd/yyyy)
- Review section “Read The Policies And Accept.”
Your first name and last name will be automatically populated.
- Select “I Agree and Submit”
- Create your desired “UNM NetID”
- Enter your “mobile number”
This will be used to confirm your identity for password changes in the future.
- Create a “password” for your UNM NetID.
- Select and answer the security questions of your choosing.

Write this information down and keep in your wallet and/or somewhere you store important information. Do not share with others.

If you have any questions please submit a [Help UNM Ticket \(online\)](https://help.unm.edu/CherwellPortal/ServiceDesk): <https://help.unm.edu/CherwellPortal/ServiceDesk>

OR contact UNM Information Technologies Customer Support Services (IT CSS) by calling 505.277.5757 (UNM Albuquerque)

<https://www.gallup.unm.edu/>

OTHER CAMPUS RESOURCES

VA MILITARY BENEFITS/TRANSCRIPTS (VRC):

 <https://www.gallup.unm.edu/vrc/>

📞 505.863.7645

✉ GallupVRC@unm.edu

The VRC assist to inform and raise a general awareness to veterans and dependents who have not established the use of any military education benefits (GI BILL) to attend our college. To provide a veteran support system, and create an atmosphere of camaraderie to incoming and current student veterans.

ACCESSIBILITY RESOURCE CENTER (ARC):

 <https://www.gallup.unm.edu/arc/>

📞 505.862.9389

✉ galluparc@unm.edu

The Accessibility Resource Center recognizes individuals with disabilities as an integral part of a diverse community and is committed to the provision of comprehensive resources to the University community (faculty, staff, and students) in order to create equitable, inclusive, and practical learning environments.

TRIO/STUDENT SUPPORT SERVICES (SSS):

 <https://www.gallup.unm.edu/trio/>

📞 505.863.7751

 <https://www.gallup.unm.edu/trio/staff.php>

The mission of TRIO/Student Support Services is to motivate, serve, and support culturally diverse students, to facilitate transition from one level of education to the next, and to encourage social, cultural, and leadership development.

UNM GALLUP CASHIER – BURSAR’S OFFICE:

 <https://www.gallup.unm.edu/businessoperations/>

📞 505.863.7545

 <https://bursar.unm.edu/>

The UNM-Gallup updates are intended to keep our campus informed on developments related to the COVID-19 Coronavirus outbreak. For additional information, please rely on www.unm.edu/coronavirus or www.gallup.unm.edu/coronavirus