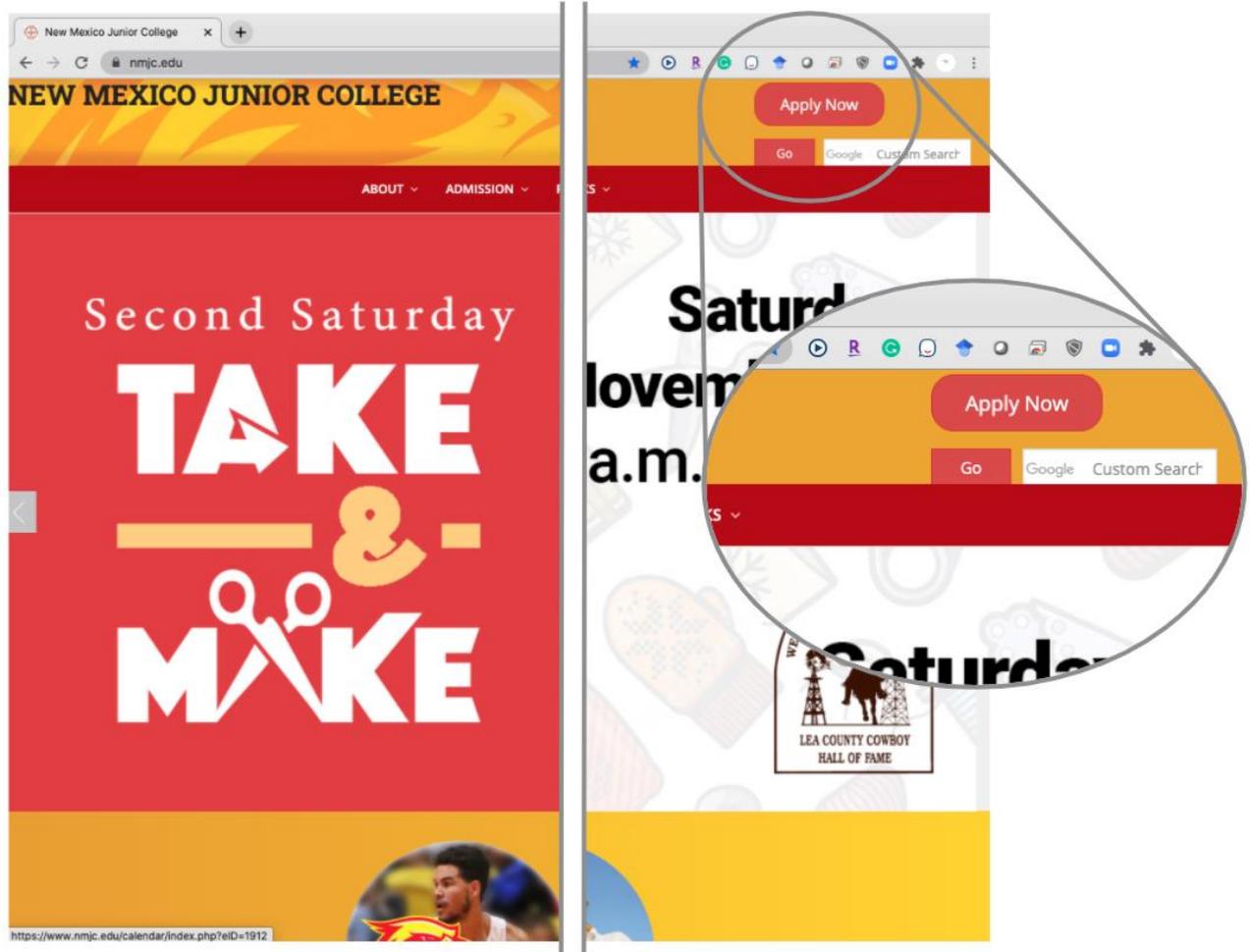
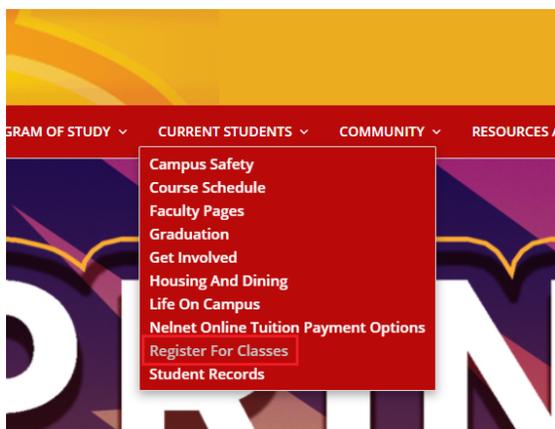


NMJC Online Registration Process

Step 1 – It's easy to register for classes at NMJC once you have been admitted and have your log in credentials. If you have not been admitted, you can easily apply by clicking the Apply Now button on the NMJC homepage.



Step 2 – If you have been admitted and have your log in credentials, you can register for classes by going to current students, selecting register for classes and then select register for classes on the Registration page.





Register for Classes

Search and register for your classes. You can also view and manage your schedule.

Step 3 – Here you will be prompted to log in. Enter in your username and password and click sign in to continue.

NMJC
New Mexico Junior College

Username (DO NOT include @nmjc.edu)

Password

SIGN IN

[First Time User](#) | [Forgot Username](#) | [Forgot Password](#)

By signing onto this portal, you agree to abide by its Terms of Use.
Violations could lead to restriction of portal privileges and/or disciplinary action.

Account Recovery Settings are mandatory to continue to use this system. After you successfully log in, if you have not set up your Account Recovery Settings, you will be redirected to enter your password and then taken to the Account Recovery Settings page.

Step 4 – If you are prompted with an action item window, click continue to view your pending action items.

Action Item Processing

You have Action Items pending that halt access to this process.

Continue to resolve your Action Items.

Cancel to return to previous page.

CANCEL | CONTINUE

Step 5 – To resolve action items, first select an item. Then take a moment to read the information about the item, check the box to confirm and click Save. Once you are done with all the action items, you can click Continue to move on to registration.

End Date:11/08/2020

[202030 48 Hour Purge Policy](#)  Pending

Halt Processes:
Plan Ahead
Register for Classes

You must agree to the 48 Hour Purge Policy prior to registration.

AIPMasterTemplateSystemRequired.PolicyBlock.ActionItemContentDetail.ActionItemNameHeader.value

As a student, you are responsible for all charges incurred at New Mexico Junior College. If eligible, financial aid will be applied to current charges. Any remaining balance is your responsibility. If your bill is not paid, New Mexico Junior College reserves the right to place a financial hold on your academic records. This will prevent you from registering for classes, as well as receiving your grades and/or copies of your academic transcript. New Mexico Junior College will also use necessary means to collect on your account, including but not limited to the use of collection agencies. Collection agencies may charge a fee of up to 33 1/3% of the unpaid balance.

I confirm that I have read, understand, and agree to the above terms and conditions.

Step 6 – Select the term or date range and click continue.

How would you like to search? 

Term Date Range 

Terms Open for Registration

Step 7 – Here you can enter search criteria for your courses. You can search by subject, course number, part of term, instructor or keyword. You may also leave all fields blank and select search to view all available courses for the term.

Find Classes Enter CRNs Schedule and Options

Enter Your Search Criteria ⓘ

Term: Fall 2020

Subject

Course Number

Part Of Term

Instructor

Keyword / CRN

 [Clear](#) [▶ Advanced Search](#)

Step 8 – You can view more details about the course by clicking on the course title. You can also find a link to the course syllabus which contains important information about the class and a link to the bookstore that will display both the required and optional materials for the course.

Class Details for Introduction to Accounting Accounting 113 001

Term: 202030 | CRN: 31363

Class Details	Associated Term: Fall 2020
Bookstore Links	CRN: 31363
Syllabus	Campus: Main
Attributes	Schedule Type: Lecture
Restrictions	Instructional Method: Traditional
Instructor/Meeting Times	Section Number: 001
Enrollment/Waitlist	Subject: Accounting
Corequisites	Course Number: 113
Prerequisites	Title: Introduction to Accounting
Mutual Exclusion	Credit Hours: 3
Cross Listed Courses	Grade Mode: No Section specified grade mode, please see Catalog link below for more information.
Linked Sections	
Fees	
Catalog	

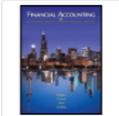
Close

Course Materials / Select Term Department and Courses / Select Course Materials

Course Materials

Print Book List Continue Checkout

Term: FALL 2020 | Name: AC 113 | Section: 001 | Instructor: Brister, Lucius | Location:

	REQUIRED FINANCIAL ACCOUNTING Author: WEIL Edition: 14TH 13 Published Date: 2013 ISBN: 9781111823450 Publisher: CENGAGE L Book Notes: Summary	Print <input type="radio"/> \$285.00 New <input type="radio"/> \$214.00 Used Add to Cart
	OPTIONAL CENGAGE UNLIMITED-ACCESS (1 SEMESTER) Author: CENGAGE Edition: 18 Published Date: 2018 ISBN: 9780357700037 Publisher: CENGAGE L Book Notes: Summary	Access Code <input type="radio"/> \$119.99 New Add to Cart

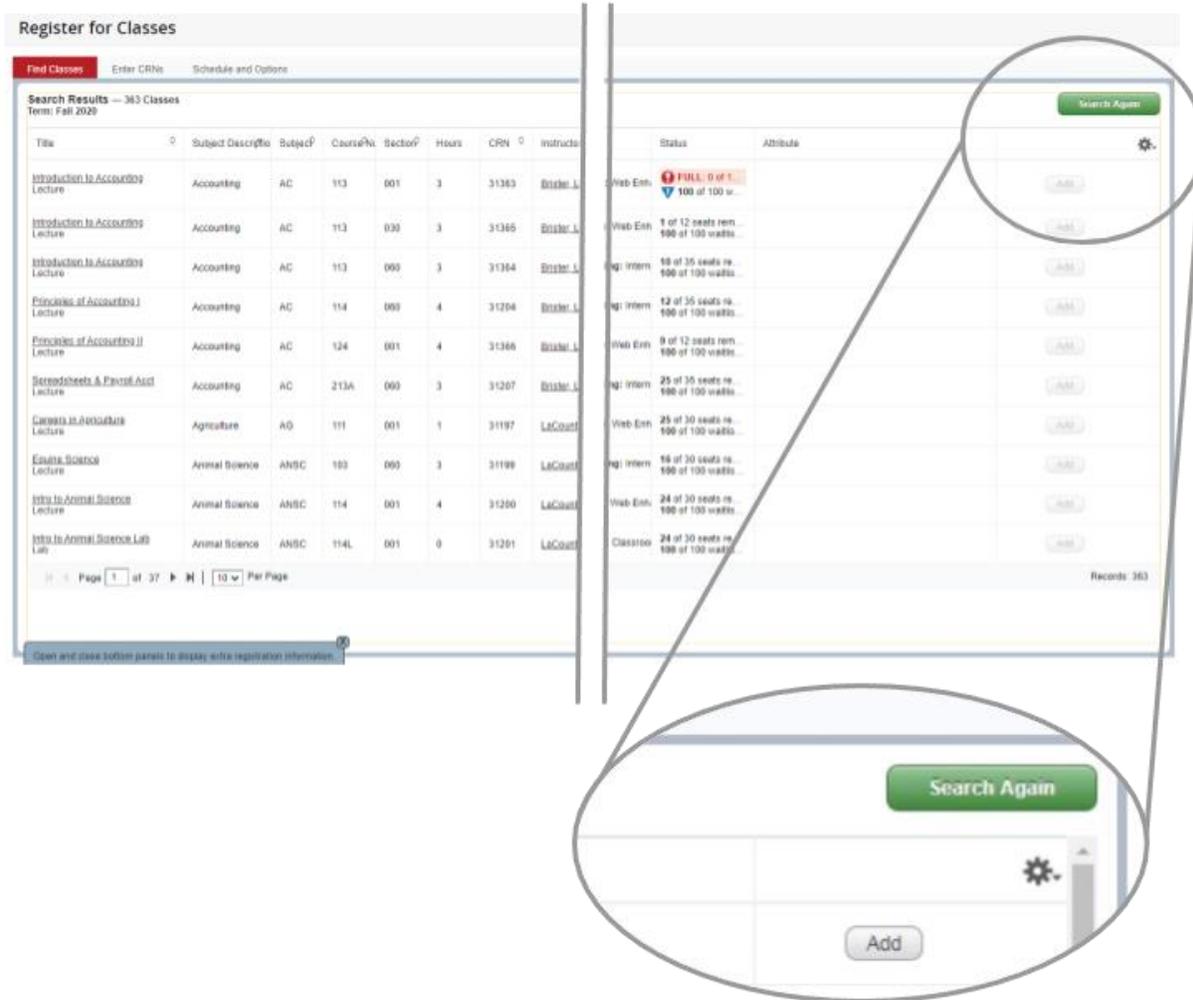
Step 9 – Once you decide to register for a course, click the add button for that course. The course will now display in the Summary panel. You are not yet registered for this class as the course status still shows pending.



Summary Tuition and Fees

Title	Details	Hours	CRN	Schedule Type	Status	Action
<i>Introduction to Psychology</i>	<i>PSYC 1110, 060</i>	3	11237	Lecture	Pending	**Web Registered**

Step 10 – If needed you can click the Search Again button to search for additional classes.



Step 11 - Once all classes are added, click the Submit button in the Summary panel to complete registration.

Summary							Tuition and Fees
Title	Details	Hours	CRN	Schedule Type	Status	Action	
<i>Introduction to Psychology</i>	PSYC 1110, 060	3	11237	Lecture	Pending	**Web Registered**	

Total Hours | Registered: 0 | Billing: 0 | CEU: 0 | Min: 0 | Max: 18

02:48

Submit

Step 12 – You will see a notice that the save was successful and the status for your courses will now show Registered. If there are any registration errors such as missing prerequisites or time conflict, you will see the information about the errors in a popup message and within the Status column for the course in the Summary panel.

✓ Save Successful

ENGL 1110 CRN 11130: Prerequisite and Test Score error. For further information, please contact the Counseling Office at 575-492-2577.

HIST 1120 CRN 11180: Time conflict with CRN 11130

Status	Action
Registered	None
Errors Preventing Regist...	Remove
Errors Preventing Regist...	Remove
Registered	None

Step 13 – Review errors and determine actions for each course. Once the appropriate actions are selected click Submit. When all errors are corrected you should see all of your courses as registered.

Summary							Tuition and Fees
Title	Details	Hours	CRN	Schedule Type	Status	Action	⚙️
Introduction to Sociology	SOCI 1110, 003	3	11248	Lecture	Registered	None	▼
United States History II	HIST 1120, 050	3	11180	Lecture	Registered	None	▼
Introduction to Psychology	PSYC 1110, 060	3	11237	Lecture	Registered	None	▼

Step 14 - Now that you are done registering, you can more easily see your course schedule by selecting the *Schedule and Options* tab. You can review your schedule from here and if needed print your schedule.

Register for Classes

Find Classes Enter CRNs **Schedule and Options**

Summary
Term: Spring 2021

Title	Details
Introduction to Psychology	PSYC 1110, 060
Introduction to Sociology	SOCI 1110, 003
United States History II	HIST 1120, 050

Total Hours | Registered: 9 | Billing: 9 | CEU: 0 | Min: 0 | Max: 18

Schedule Schedule Details

Class Schedule for Spring 2021

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
6am							
7am							
8am							
9am							
10am							✓ United States History II
11am							

Open and close bottom panels to display extra registration information.

Panels ▼

Status Message ⚙️

Registered	**Web Registered**1...
Registered	*Web Registered**1...
Registered	**Web Registered**1...

Records: 3

Message ⚙️

Web Registered1...

Web Registered1...

