### DEPARTMENTAL REQUIREMENTS - 12 Credit Hours

<table>
<thead>
<tr>
<th>COURSE</th>
<th>TITLE</th>
<th>CREDITS</th>
<th>SEMESTER</th>
<th>GRADE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED 243</td>
<td>Teaching Elementary Reading</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED 243A</td>
<td>Elementary Curriculum and Teaching Methods</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED 243B</td>
<td>Early Literacy and Young Children</td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ED 253</td>
<td>Elementary Field Experience</td>
<td>3</td>
<td></td>
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</tbody>
</table>

Total credit hours required for this certificate: 12

**The student must have a cumulative grade point average of at least 2.0.**

**All courses, other than General Education requirements, must be completed with a “C” or better.**

**Be aware, many universities require a 2.8 grade point average and above to transfer.**

**A minimum of 15 semester hours must be earned at NMJC. The remainder may be acceptable transfer credits.**

**Students will not be permitted to graduate if they have incomplete (I) grades on their academic record.**

**Education students seeking a bachelor’s degree should complete the Essential Academic Skills tests (3 subtests in reading, writing, and mathematics) as part of the National Evaluation Series Tests required by the New Mexico Public Education Department. Many four-year institutions require a passing score in order to be accepted into their departments of education. See advisors for details.**

http://www.nestest.com/home.aspx

**Updated April 2019 (2020)**

Although college officials will offer assistance, it is the final responsibility of the student to check all phases of his or her degree.

When the student has fulfilled all requirements of the degree plan (or will fulfill this semester) the advisor should verify completion (by reviewing the student’s transcript), sign and date this section, and notify the Registrar via email.

### This section for Registrar’s use:

Advisor’s Signature *  
Date  
Degree is not official until final confirmation by the Registrar.

Official Degree Conferral Date  
Diploma Print Date  
Registrar or Designee Signature *