

**CENTRAL NEW MEXICO COMMUNITY COLLEGE (CNM)
OCCUPATIONAL OR ACADEMIC UPGRADING APPLICATION**

Submit to Dean prior to start of activity.

Date: _____

Name: _____
(Last) (First) (MI)

SSN: _____

Department: _____ Teaching Assignment: _____ Years with CNM: _____

Date(s) of Activity: From: _____ To: _____

Time of Activity: From: _____ AM/PM To: _____ AM/PM

Field Experience credit desired (TOE 495/595)? Yes _____ No _____

Number of credit hours desired (3 to 6): _____

Application for admission/readmission filed with UNM? Yes _____ No _____

(If No, file immediately.)

Describe occupational or academic upgrading desired:

Name of institution where upgrading will be obtained:

Address: _____ Phone: _____

Name of immediate supervisor:

Title: _____

Job description of upgrading
assignment: _____

Objectives:

1. _____
2. _____
3. _____

Explain how upgrading will benefit
CNM: _____

Personal gain expected: _____

Describe how upgrading experience will be evaluated:

APPROVALS

Date Submitted

Signature of Applicant

Date

Dean

Date

Supervisor in Business/Industry

Date

Vice President for Instruction

Date

Project Director (when applicable)

When approvals have been obtained, distribute copies to:

- Dean
- Supervisor in Business/Industry
- Cooperating Employer (if different from supervisor)
- Project Director (if applicable)