UNM Continuing Education partners with national leaders in the business of online education to offer a comprehensive library of practical, career enhancing classes available at the time and place of your choice, your home, office or wherever you have a computer and high-speed Internet connection.

**Instructor Led Courses**

- Great for a first-time online experience!
- Post questions and give or receive advice at any time during the course.
- Take courses at the times that are most convenient for you.
- A new section of each course starts monthly; new lessons are released on Wednesdays and Fridays until the completion of the course.
- All courses run for six to eight weeks and are composed of 12 lessons representing 24-30 hours of instruction.

**Instructor Guided Courses**

- Comprehensive online career training programs.
- Preparation for jobs in today’s most popular careers.
- Instructors respond to questions or concerns.
- Open enrollment, which means all of your lessons are always available to you for the duration of the course.
- Each course includes a set of lessons and evaluations.
- Books and materials are mailed to you.
- Access to each course for six months to one year, depending upon the course.

**Funding Available:**

Funding assistance is available for some workforce training. Visit our website at:

[ce.unm.edu/registration/financial-aid](ce.unm.edu/registration/financial-aid)
Choose classes from these subject areas:

**Business Skills**
- Accounting and Finance
- Data Analysis
- Communication
- Grant Writing
- Leadership
- Management
- Nonprofit Management
- Project Management
- Small Business Management
- Wedding and Event Management

**Career Training**
- Teaching and Education Themes
- Forensics
- Human Resource Management
- Law and Legal
- Sustainable Energies

**College Readiness**
- GED Preparation
- SAT/ACT Preparation
- GRE Preparation
- GMAT Preparation
- LSAT Preparation
- Basic Sciences
- Math Review

**Computer/IT Applications**
- AutoCAD
- Computer Basics
- Microsoft Office

- CompTIA
- Programming
- Database Development
- Microsoft Certification

**Digital Arts**
- Adobe Creative Suite
- Web Design and Development
- Graphic Design and Multimedia
- Digital Photography
- New Media Marketing

**Health & Wellness Professions**
- Clinical Medical Assistant
- End of Life Care
- Ethics, Law and Compliance
- Food, Nutrition and Health
- Gerontology
- Health Information Management

- Integrative Health
- Medical Coding
- NASM Certified Personal Trainer
- Optical Assistant
- Pharmacy Technician
- Physical Therapy Aide
- Veterinary Assistant

**Personal Enrichment**
- Courses for Parents
- Languages and Arts
- Writing and Publishing

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**Tuition Remission Benefit**

UNM employees may use tuition remission for most UNM Continuing Education non-credit classes. Visit ce.unm.edu for more details.