



6 Easy Ways to Register



ONLINE

ce.unm.edu



EMAIL

ceregistration@unm.edu



PHONE

505-277-0077 Option 1
M-F, 8:00am-5:00pm
Most credit cards accepted.



MAIL

UNM Continuing Education
Attn: Registration
MSC07 4030
1 University of New Mexico
Albuquerque, NM 87131-0001



FAX

505-277-1990
Fax/Mail instructions:
see website.



IN PERSON

M-F, 8:00am-5:00pm
UNM Continuing Education
1634 University Blvd. NE
South Building, Room 101
(just north of Indian School)

Tuition Remission Benefit

UNM employees may use tuition remission for most UNM Continuing Education non-credit classes.



CONTINUING EDUCATION

ce.unm.edu

UNM Continuing Education is a Registered Education Provider for the Project Management Institute (PMI).

As a registered Education Provider (REP), we offer certificate programs and courses that are preapproved for professional development units (PDUs) through PMI and have been reviewed by a project management professional (PMP) to ensure that they meet PMI's expectations for professional development in project management.

Our certificate programs are a good choice for those looking for project management experience and those aspiring to obtain a PMI credential. Please visit <http://www.pmi.org> to learn more about PMI's credentials and how they may fit into your continuing education plans.

Project Management Practitioner Certificate

Learn project management methods, define the best methods for a given project, and discover how to apply these skills to cost and scheduling tools such as Microsoft Project, integrating project management practices with project management software.

Three required courses (choose one of the date choices for each course):

Course Name	Course#	Dates	Days	Time	Hours	Cost
___Applying Project Management for Effective Teams	21000	Jan 22-26	M-F	8:30am-11:30am	15	\$495
___MS Project Module 1: Project Plan Definition	21025	Feb 13 & 15 Apr 27	TTh F	1:00pm-5:00pm 8:00am-5:00pm	8	\$295 \$295
___MS Project Module 2: Budgeting and Tracking	21030	Feb 27 & Mar 1 May 4	TTh F	1:00pm-5:00pm 8:00am-5:00pm	8	\$295 \$295

Total 31 hrs \$1,085

Project Management Information Systems Certificate

Microsoft Project is the software of choice for project management planning and execution. Learn to develop a comprehensive project management information system infrastructure using Microsoft Project and design advanced reports to meet project communication requirements.

Three required courses (choose one of the date choices for each course):

Course Name	Course#	Dates	Days	Time	Hours	Cost
___MS Project Module 1: Project Plan Definition	21025	Feb 13 & 15 Apr 27	TTh F	1:00pm-5:00pm 8:00am-5:00pm	8	\$295 \$295
___MS Project Module 2: Budgeting and Tracking	21030	Feb 27 & Mar 1 May 4	TTh F	1:00pm-5:00pm 8:00am-5:00pm	8	\$295 \$295
___MS Project Module 3: Team Communication	21041	Mar 13 & 15 May 11	TTh F	1:00pm-5:00pm 8:00am-5:00pm	8	\$295 \$295

Total 24 hrs \$885

Classes continued on next page



UNM Continuing Education is a Registered Education Provider for the Project Management Institute (PMI).

Project Management

UNM Staff, Faculty and Retirees:

Use your Tuition Remission:

Fees up to \$2,626.88 for Fall, \$2,626.88 for Winter & Spring, \$1,313.44 for Summer may be applied to Professional Development courses.

Questions about this benefit? Visit us online at: <http://ce.unm.edu/TR> or call the benefits office at (505-277-MyHR).

To register, send completed forms for registration & tuition remission to ceregistration@unm.edu or come by our registration office, located at 1634 University Blvd. NE (just north of Indian School).

Project Management Master Certificate

As a member of a credentialed project management team, you can improve your organization's project results (cost, time, and quality) through the use of accepted project management tools, techniques, and principles.

Six required courses:

Course Name	Course #	Dates	Days	Time	Hours	Cost
__Applying Project Management for Effective Teams	21000	Jan 22-26	M-F	8:30am-11:30pm	15	\$495
__Understanding Project Management	21005	Jan 29-Mar 19	M	5:30pm-8:30pm	21	\$795
__Integrating Project Management: Principles and Practices	21010	Apr 2-3	M-T	8:30am-5:00pm	15	\$895
__MS Project Module 1: Project Plan Definition	21025	Feb 13 & 15 Apr 27	TTh F	1:00pm-5:00pm 8:00am-5:00pm	8	\$295 \$295
__MS Project Module 2: Budgeting and Tracking	21030	Feb 27 & Mar 1 May 4	TTh F	1:00pm-5:00pm 8:00am-5:00pm	8	\$295 \$295
__MS Project Module 3: Team Communication	21041	May 13 & 15 May 11	TTh F	1:00pm-5:00pm 1:00pm-5:00pm	8	\$295 \$295

Total 75 hrs \$3,070

PMP Fast Track Certificate

PMI's Project Management Professional (PMP)[®] credential is the most important industry-recognized certification for project managers. Globally recognized and demanded, the PMP[®] demonstrates that you have the experience, education and competency to lead and direct projects. In order to receive the PMP[®] designation, you must meet the degree requirements, experience hours, and 35 hours of project management education. This certificate is the perfect choice to meet that education requirement and prepare you to take the PMP[®] Certification Exam. For more information regarding the PMP[®] requirements and exam, visit www.pmi.org.

Two required courses (choose one of the date choices for each course):

Course Name	Course #	Dates	Days	Time	Hours	Cost
__Understanding Project Management	21005	Jan 29-Mar 19	M	5:30pm-8:30pm	21	\$795
__Project Management Professional (PMP)/CAPM Certification Exam Prep	21015	Apr 3-May 8	T	6:00pm-9:00pm	18	\$895

Total 39 hrs \$1,690



CONTINUING EDUCATION

ce.unm.edu

Registration Discount Enroll in three or more courses at one time and receive a 10% discount.

More information: bizskills@unm.edu | 505-277-6033 | ce.unm.edu