



NEW MEXICO MILITARY INSTITUTE

2017 HIGH SCHOOL ONLINE SUMMER MATH COURSES

Enrollment

- Contact your NMMI High School Academic Counselor before summer departure
 - 6th class: CPT Smith smith@nmmi.edu
 - 5th class: CPT Davis davis@nmmi.edu
 - 4th class: CPT Marley wendie@nmmi.edu
 - 3rd class: LTC Reagor-Johnson rhonda@nmmi.edu
 - Student Assistance Center main number - 575-624-8360
- You may register for **2 classes**; however, only one course may be taken per Summer Session
- Your Summer I math course must be passed before you can begin Summer II
 - If you drop Math part “A” during Summer I, you will also be dropped from your Math part “B” during Summer II course
 - Monitor student enrollment status via Self-Service (<https://www.nmmi.edu/SelfServiceWeb/>)

Payment

- \$225 per course
- Payment must be received before coursework can begin
- Payment must be received before the Payment Deadline (see charts below)
- Methods
 - In-person at Cashier’s Office
 - Online Payments – <https://www.nmmi.edu/business/>
 - Phone: 575-624-8081
- NMMI Business Office Contact information
 - massey@nmmi.edu
 - 575-624-8081
- **No Refunds**
 - Summer I: Do not pay until your advisor has cleared you to pay
 - Summer II: Do not pay for a math part “B” until instructor has instructed you to pay

Correspondence:

NOTE: ALL E-MAIL CORRESPONDENCE MUST BE THROUGH CADET’S
NMMI E-MAIL ADDRESS

- **For questions about class:** Contact the instructor
 - COL Martinez: mar@nmmi.edu
 - Instructor will email you when you are enrolled and ready to start

- **Registrar**
 - registrar@nmmi.edu
 - 575-624-8070 or 575-624-8071

Technology Requirements

ALEKS Computer Requirements

	Windows†	Macintosh	Chromebook	iPad	Android Tablet‡
Operating System	7+	OSX 10.7+	Chrome OS	iOS 6+	Android 4+
Screen Resolution	1024 x 768 +	1024 x 768 +	Any	Any	8.9”
Browsers	Chrome 30+ Explorer 11+ Firefox 25+	Chrome 30+ Safari 6+ Firefox 25+	Chrome	Safari	Chrome 30+
Internet	DSL+ (Minimum 56K)				

† Windows based Microsoft Surface tablets require the use of the touch cover keyboard.

‡ At this time only Samsung Galaxy tablets have been tested.

High School Summer I:	6 Weeks	11 May – 23 June
Start Date:		11 – 18 May
Enrollment Deadline:		11 May
Payment Deadline:		18 May
Add/Drop Deadline:		18 May
Penalty Withdraw Date:		02 June

Final Exam Summer I: Math Final exam can be taken either at a college testing center (student is financially and logistically responsible) or can be scheduled with COL Martinez to be taken at NMMI (free). With either method, the final exam must be completed by 23 June.

MTH 015	Pre-Algebra A	COL Martinez
MTH 016	Pre-Algebra B	COL Martinez
MTH 021	Algebra 1A	COL Martinez
MTH 022	Algebra 1B	COL Martinez
MTH 033	Algebra 2A	COL Martinez
MTH 034	Algebra 2B	COL Martinez
MTH 037	Geometry A	COL Martinez
MTH 038	Geometry B	COL Martinez

High School Summer II:	6 Weeks	26 June – 9 August
Enrollment Deadline:		11 May
Late Enrollment:		12-18 May
Payment Deadline:		26 June
Drop Deadline:		06 July
Penalty Withdraw Date:		14 July

Final Exam Summer II: Math Final exam must be scheduled w/ COL Martinez (free) and be taken at NMMI by 9 Aug.

MTH 015	Pre-Algebra A	COL Martinez
MTH 016	Pre-Algebra B	COL Martinez
MTH 021	Algebra 1A	COL Martinez
MTH 022	Algebra 1B	COL Martinez
MTH 033	Algebra 2A	COL Martinez
MTH 034	Algebra 2B	COL Martinez
MTH 037	Geometry A	COL Martinez
MTH 038	Geometry B	COL Martinez

Testing Procedures for Students Taking Summer Math Courses

When summer math students are within 3 weeks of completing their coursework, they need to start thinking towards taking their final exam, which must be proctored. There are two options for taking final exams:

Option 1 - Students takes the final exam at NMMI at no cost.

Option 2 – Student takes the final exam at a testing center. The student is responsible for paying any fees associated with taking the final.

Process for Option 1:

1. E-mail COL Martinez with your request to take an exam. Be sure to include the complete course title and the date and time you wish to take it.

Process for Option 2:

1. Student locates a college testing center to administer the exam. As different testing centers have different guidelines, make sure you understand how far in advance you must schedule your exam.
2. Student forwards the following information to COL Martinez no later than 3 weeks before desiring to take final exam:
 - a. Testing center location
 - b. Main contact for the testing center
 - c. Main contact e-mail
 - d. Main contact address
 - e. Main contact phone number

3. Student will schedule a specific date with their proctor and will contact COL Martinez a minimum of one week prior to the scheduled date so she can e-mail the test.

The student is responsible for:

- Finding a testing center
- Forwarding testing center information to COL Martinez at mar@nmmi.edu
- Scheduling the test with the testing center
- Contacting COL Martinez with the test date
- Arriving on time to take the test
- Paying any testing fees

We highly recommend you have plans for taking the final exam before you register for a course. No refunds will be made for students unable to make testing arrangements.