

## Loans and Financial Aid Information for Students

Tuition assistance may be available if you are unemployed, a veteran or veteran’s spouse, active military, or a person with a disability. Education loans are also available. Below is a list of funding resources and contact information. You will also find this information on our website at <http://dce.unm.edu/loans-financial-aid.htm>

Feel free to schedule an appointment for advisement with one of our program supervisors to help you choose the training you need. After you have chosen your funding options, we’ll make sure that you have all of the information you need to complete any required paperwork. You’ll find a list of program staff with their specialized areas of responsibility and contact information at the end of this resource list.

## Application and Registration Process

1. Choose and contact your funding source to determine eligibility.
2. Schedule an appointment with a program supervisor to complete a student advisement form.
3. Use the completed advisement form to work with your selected funder.
4. Contact your program supervisor when you’ve received your award.
5. A copy of your advisement form along with any funding paperwork will be forwarded to the UNM Continuing Education registration office where you will be registered for classes. You will receive class registration confirmation via email.

NOTE: Most funders have attendance and course completion requirements. It’s important that you contact your program supervisor immediately if you encounter any problems, need a change in class schedule, or have any concerns.

## Grants

### WIA

The Workforce Investment Act (WIA) is for those who are unemployed or laid off. WIA funding provides training funds for jobs in demand.

Websites: <http://www.dws.state.nm.us/> for general information for job seekers and businesses  
<http://www.dws.state.nm.us/dws-offices.html> for the nearest local office

Local Contacts:

### New Mexico Department of Workforce Solutions

#### Albuquerque

501 Mountain Road NE (Edith & Mountain)  
Albuquerque, NM 87102  
Phone (505) 843-1900  
Fax (505) 843-1991

#### Moriarity

777 Old US Route 66  
Moriarity, NM  
Phone (505) 832-6774  
Fax (505) 832-0220

#### Los Lunas

428 Los Lentos Road SE  
Los Lunas, NM 87031  
Phone (505) 212-9115  
Fax (505) 965-2278

## **DVR**

The Division of Vocational Rehabilitation (DVR) provides assistance for those who have an impairment which “constitutes a substantial impediment to employment.”

Website: <http://www.dvrgetsjobs.com/Pages/Eligibility.aspx>

Local Contacts:

### **Division of Vocational Rehabilitation**

#### **Albuquerque Central Office**

5301 Central NE, Suite 1600  
Albuquerque, NM 87108  
Phone (505) 841-6450

#### **Belen Office**

911 Castillo Ave  
Belen, NM 87002  
Phone (505) 864-1618

#### **Albuquerque Lomas Office**

111 Lomas NW, Suite 422  
Albuquerque, NM 87102  
Phone (505) 383-2500

#### **Rio Rancho Office**

3791 Southern SE, Suite 210  
Rio Rancho, NM 87174  
Phone (505) 896-4500

#### **Albuquerque Quail Office**

5205 Quail Rd NW  
Albuquerque, NM 87120  
Phone (505) 836-1774

#### **Santa Fe Office**

2109 Warner Circle  
Santa Fe, NM 87505  
Phone (505) 827-3526

#### **Albuquerque South Valley Office**

1710 Rio Bravo SW  
Albuquerque, NM 87105  
Phone (505) 877-7673

## **AmeriCorps**

For more information, visit <http://www.americorps.gov/>

## **VA, Active Military**

Education benefits are available for veterans, active duty, reserves, or National Guard military personnel.

Website: <http://www.gibill.va.gov/>

Local Contacts:

#### **Albuquerque Vet Center**

1600 Mountain Road NW  
Albuquerque, NM 87104  
Phone: 505-346-6562  
Fax: 505-346-6572

#### **Military OneSource**

Phone: 800-342-9647  
Website: <https://www.militaryonesource.mil>

### **Department of Veteran's Affairs**

#### **Albuquerque Regional Office**

500 Gold Avenue, S.W.,  
Albuquerque, NM 87102  
Phone: 800-827-1000

## **MyCAA**

MyCAA is for spouses of active duty military personnel.

Website: <https://aiportal.acc.af.mil/mycaa/default.aspx>

Contact:

**Military OneSource**

Phone: 800-342-9647

Website: <https://www.militaryonesource.mil>

## Loans

**SallieMae Smart Option Student Loans®** (school code: 002663-98)

Website:

<http://go.salliemae.com/schoolapply/?InstID=00266398&loanprogram=SOSL&InstLndrID=900905>

Contact: (888) 272-5543

**Wells Fargo Education Connection Loan**

Website: [www.wellsfargo.com/student](http://www.wellsfargo.com/student)

Contact: (800) 378-5526

## Employee Tuition Reimbursement or Assistance Programs

Check with your employer's Human Resource office for tuition reimbursement or assistance programs. If your employee benefit is listed in terms of credit hours, one credit hour equals 16 contact hours, the number of hours you actually spend in class.

### Tuition Reimbursement

For employees who qualify

Website: your company website under employee benefits

Local Contact: your Human Resources Office

### Preauthorized Third Party Pay

Your employer may pay for your professional training with a credit card, company check, or Purchase Order. For further information on third party payments on behalf of students, please contact Ivy Okunor at 505-277-2865.

### UNM Tuition Remission

If you are a UNM employee, use your UNM Tuition Remission benefit for approved classes, which include all Business and Technology classes and some Growth and Enrichment classes.

Website: <http://dce.unm.edu/tuition-remission.htm>

## Program Advisement

**Loree Nalin**, Program Supervisor

HealthCare Careers, Human Services Careers, Substance Abuse Studies Training Program

Phone: 505-277-6025 email: [hhs@dce.unm.edu](mailto:hhs@dce.unm.edu)

**Caroline Orcutt**, Program Supervisor

Digital Arts, Macintosh Training, Apple Authorized Training Center

Phone: 505-277-6037 email: [digitalarts@dce.unm.edu](mailto:digitalarts@dce.unm.edu)

**Angela Pacheco**, Education Specialist  
Instruction and Facilitation Training, Transportation Safety Programs  
Phone: 505-277-3975 email: delong@unm.edu

**Sherry TenClay**, Senior Program Manager  
Professional Development and Skills Programs, Computer Training, CompTIA, GIS, Certified Financial  
Planner, EMT Training  
Phone: 505-277-6038 email: sherrytc@unm.edu

For advisement on desk-side training, private training or executive coaching, please contact our Custom  
Training Coordinator below.

**Andy Pena**, Custom Training Coordinator  
Phone: 505-277-9360 email: apena01@unm.edu