



How to Apply for your DACC Associate Degree or Certificate

1. Meet with your academic advisor to verify you are declared into the correct program.
2. Have your academic advisor complete a final degree check to clear you for graduation.
3. Apply for your **DACC Associate Degree** through your [My.nmsu.edu](http://my.nmsu.edu) account. Under the *Student* tab, go to the *Student Records* link and click on *Application for Degree (Diploma)* and follow the instructions.

Apply for your **DACC Certificate** through the DACC website at:

<http://dacc.nmsu.edu/students/certificate-of-completion-application/> and follow the instructions.

4. Pay for the Associate Degree/Certificate at the DACC Cashier's Office. Associate Degree applications are \$25 before the late fee deadline, and Certificates applications are \$10 before the late fee deadline. Degree application deadlines are found at <https://registrar.nmsu.edu/important-dates-faculty-staff/>.

Revised 3/13/18



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