

The NM **EDGE** (Education Designed to Generate Excellence in the public sector)

A Program of NM Cooperative Extension Service

NM Certified Tax Policy Professional Curriculum Checklist

Successful completion of the following **24 classes** is required to earn a NM Certified Tax Policy designation (**NMCTPP**). For further information contact nmedge@nmsu.edu or go to <http://NMEDGE.NMSU.EDU>

2025

| Classes | Each class is three hours of classroom instruction. | In-Person/Online |
|---|---|-----------------------------|
| Tax Policy Required Classes | | 9 classes required |
| Take each of the following 9 TAX Pre-fix classes | | |
| TAX 101- NM Tax Policy – A Basic Overview | | January |
| TAX 102 - NM Gross Receipts Tax | | March |
| TAX 103 - NM Property Tax | | March |
| TAX 104 - NM Specialized Taxes | | June |
| TAX 105 - NM Income Tax – Corporate & Personal (pre-req TAX 101) | | January |
| TAX 106 - Understanding Tax Reports | | June |
| TAX 107 - Sources of Data (Workshop) | | June |
| TAX 108 - Management Controls | | September |
| TAX 109 - Administrative Topics | | September |
| Required Classes | | 10 classes required |
| Take each of the following classes | | |
| AOTO 100 – Roles and Responsibilities of Treasurers and Assessors | | January |
| CPM 111- Knowing Your Government | | Jan, March, June, Sept |
| CPM 114 – Public Policy Making | | January/June |
| CPM 141 - Public Finance | | January/September |
| CPM 161 – Making the Most of the Web | | January/June |
| NMF 201 - Public Finance Law | | Finance Level II |
| NMF 204 - Finance Policies & Best Practices | | Finance Level II |
| NMF 205 – Economics and Revenue Forecasting | | Finance Level II |
| PE 110 A - Ethics Know the Law I (taken on same day as PE 110A) | | January, June |
| PE 110 B - Ethics Know the Law II (taken on same day as PE 110B) | | January, June |
| Elective Classes | | 5 electives required |
| Choose a minimum of 5 of the following 11 classes | | |
| CPM 112 – Answering the Call to Public Service | | January/June |
| CPM 123 – Managing Organizational Change | | January/June |
| CPM 142 - Ethics and Managing Public Funds | | January, March |
| CPM 222 – Project Management | | January/September |
| CPM 226 – Leadership and the Public Trust | | March |
| CPM 241 - Budgeting I (CPM 141 Prerequisite) | | January/September |
| CPM 242 – Budgeting II (CPM 241 Prerequisite) | | January/September |
| CPM 271 – The Role of Research in Public Service (CPM 112, 114, 123, 161, 222 Prerequisites) | | September |
| CPM 272 – Research Tools for Decision Making (CPM 271 Prerequisite) | | September |
| NMF 110 - Internal Controls | | Advanced Purchasing I |
| PE 147 – Risky Business: Preventing and Mitigating Damage | | March /September |
| Don't forget the Culminating Experience! | | |
| Once you have completed all required classes, please submit an audit request to be assigned an academic advisor for your culminating experience. https://nmedge.nmsu.edu/students/graduating.html | | |