

NM EDGE Certified Treasury Official

New Mexico EDGE is proud to offer the NM EDGE Certified Treasury Official certification. The purpose of this certification is to provide a comprehensive course of study in public service for New Mexico county treasurers and other public officials as well as create networking opportunities. Ten core competency classes were developed by public service experts throughout the state of New Mexico. Fifteen additional classes (developed using curriculum guidelines established by the National Certified Public Manager® Consortium) round out the 25-class certification.

Classes are delivered throughout the year in both in-person and live online formats.

The cost of each three-hour class is \$85.00

Please contact us for more information regarding this certification and others offered through NM EDGE.

Tel: 505 224 4057

email: nmedge@nmsu.edu

or visit: <https://nmedge.nmsu.edu/>



NM EDGE (Education Designed to Generate Excellence in the public sector), a service of New Mexico State University's [Cooperative Extension Service](#), is a program designed to provide a comprehensive course of study to administrators, managers, elected officials, and staff in local, state, tribal, and national government. Through this program, participants can acquire and apply best practices, theories, and strategies based on the highest professional standards.

Our Mission is Better Government Through Education

NM Certified Treasury Official Requirements Checklist

The NM **EDGE** (Education Designed to Generate Excellence in the public sector)
A Program of NM Cooperative Extension Service

NM Certified Treasury Official Curriculum Checklist

Successful completion of the following **25 classes** is required to earn a NM Certified Treasury Official designation (**NMCTO**).

For further information contact nmedge@nmsu.edu or go to nmedge.nmsu.edu

Classes - Each class is three hours of classroom instruction	In-Person/Online	Honing Offered
Treasury Official Required Classes		10 classes required
Take each of the following TO classes		
AOTO 100 - Roles and Responsibilities of Treasurer & Assessor Office		January
TO 101-Resources for Treasury Officials		January
TO 102- Cashiering and Payment Processing		January
TO 103 - Legal Issues Relevant to the Treasurer's Office		March
TO 105 - Real Property Collections (including Mobile homes)		March
TO 106 - Procurement Process for the Treasurer's Office (Pre-req. CPM 143)		June
TO 202- Treasury Office Reporting Requirements		June
TO 203 - Cash Management for Treasury		June
TO 204 - Managing Investments for Treasurers (pre-req TO 203)		June
TO 205 - Bonding & Funding Issues		June
Core Required Classes		13 classes required
Take each of the following CPM classes		
CPM 111- Knowing Your Government		June/Jan, March, Sept
CPM 113 - Knowing the Law I		January, September
CPM 131 - General HR Law		March, September
CPM 141- Public Finance		January/September
CPM 142- Ethics and Managing Public Funds		January/March
CPM 143 - Purchasing and Procurement		January/June
CPM 144 - Risk Management		March, September
CPM 145 - Investing and Growing Public Funds		September
CPM 146 - Capital Planning & Financing		September
CPM 241/242- Budgeting I & II (pre-req. CPM 141)		January/September
2 classes same day		
PE 110 A&B- Ethics: Know the Law – 2 classes same day		January, June
Two Electives: May be any prefix		2 classes required
1.		
2.		
Recommend taking CARE 111 A & B Building Strong Intergovernmental Relations in NM (2 classes same day)		January
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		