

# NM Certified Public Finance Professional Checklist

<p>The NM <b>EDGE</b> - A Program of NMSU Cooperative Extension Service</p> <p><b>NM Certified Public Finance Professional Curriculum</b></p> <p>Successful completion of <b>24</b> classes &amp; the culminating experience is required to earn a NM Certified Public Finance Professional (<b>NMCPFP</b>).</p> <p>For further information, visit <a href="http://nmedge.nmsu.edu">nmedge.nmsu.edu</a></p>	
Each class is 3 hours of classroom instruction	<b>In-Person/Online</b>
<b>NM Finance Classes Level I Required</b>	<b>6 Classes Required</b>
NMF 101A- Accounting IA: Key Concepts (take A & B same day)	<b>Finance Level I</b>
NMF 101B- Accounting IB: Technical Applications (take A & B same day)	<b>Finance Level I</b>
NMF 102A- Accounting II: Fund Accounting & Financial Statements	<b>Finance Level I</b>
NMF 102B -Accounting II: Human Resource Accounting Concepts	<b>Finance Level I</b>
NMF 103- Fundamentals of Cash Handling	<b>Finance Level I</b>
NMF 110- Internal Controls for Finance and Purchasing	<b>Finance Level I</b>
<b>NM Finance Classes Level II Required</b> (recommend taking Level I first)	<b>5 Classes Required</b>
NMF 201- Public Finance Law	<b>Finance Level II</b>
NMF 202- Debt Management (Pre-req. CPM 146)	<b>Finance Level II</b>
NMF 203- Interpreting Audited Financial Statements (Pre-req. NMF 101,102)	<b>Finance Level II</b>
NMF 204- Finance Policies & Best Practices	<b>Finance Level II</b>
NMF 244- Insurance in the Public Sector (Pre-req CPM 144)	<b>Finance Level II</b>
<b>Required CPM Classes – Part A</b>	<b>2 Classes Required</b>
CPM 146 –Capital Planning and Financing	<b>Finance Level I</b>
CPM 265 - IT for non-IT Managers	<b>Finance Level II</b>
<b>Required CPM Classes – Part B</b>	<b>7 Classes Required</b>
CPM 111- Knowing Your Government	<b>Jan, June, March, Sept</b>
CPM 131- General HR	<b>March, September</b>
CPM 141-Public Finance	<b>January /September</b>
CPM 142-Ethics and Public Funds	<b>January/March</b>
CPM 144- Risk Management	<b>March, September</b>
CPM 241- Budgeting I (take I and II same day) (Pre-req CPM 141)	<b>January/September</b>
CPM 242- Budgeting II (take I and II same day) (Pre-req CPM 141)	<b>January/September</b>
<b>Required Excel Class – Choose 1 from those listed below</b>	<b>1 Class Required</b>
CPM 164- Excel Spreadsheets for Beginners	By Request Only
CPM 165 Excel Intermediate Level I	<b>January</b>
CPM 169- Excel Intermediate Level II	<b>Finance Level I</b>
<b>NM Finance Electives - Choose 3 from those listed below</b>	<b>3 Classes Required</b>
NMF 205- Economics & Revenue Forecasting	<b>Finance Level II</b>
NMF 206- Post-Employment Benefits/Pensions	<b>Finance Level II</b>
CPM 116- Detention Operations & Financial Mgmt. for Policy Makers	By Request Only
CPM 143- Public Purchasing & Procurement	<b>January/June</b>
CPM 124/224- Grant Writing I & II (take both the same day)	<b>January/March</b>
CPM 231- Workers Compensation (Pre-Req CPM 131)	<b>March/June</b>
CPM 233- Labor Relations (Pre-Req CPM 131)	By Request Only
AO 106- Budget Development & Revaluation Plan	<b>September</b>
AO 110- Tax Rate Certification and Yield Control	<b>March</b>
AO 116 – Special Tax Districts	<b>September</b>
TO 204- Managing Investments for Treasurers	<b>June</b>
<b>Don't forget the Culminating Experience!</b> Once you have completed all required classes, please submit an audit request to be assigned an academic advisor for your culminating experience. <a href="https://nmedge.nmsu.edu/students/graduating.html">https://nmedge.nmsu.edu/students/graduating.html</a>	<b>Required</b>