

“Certified New Mexico Treasury Official” Curriculum Summary

To earn the “Certified New Mexico Treasury Official” designation the student must complete the 21 County College classes listed below.

| | Check Box |
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| <u>Knowing Your Government</u> | |
| CPM 111- Knowing Your Government | |
| CPM 113- Knowing the Law I | |
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| <u>Budgeting And Public Finance</u> | |
| CPM 141- Public Finance | |
| CPM 142- Ethics and management | |
| CPM 143- Purchasing and Procurement | |
| CPM 144- Risk Management | |
| CPM 145- Investing and Growing Public Funds | |
| CPM 146- Creating Public Wealth | |
| CPM 241- Budgeting I (Pre-req CPM 141) | |
| CPM 242- Budgeting II (Pre-req CPM 241) | |
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| <u>Treasury Official Skills</u> | |
| TO 101- Resources for Treasury Officials | |
| TO 102- Mortgage Company Processing | |
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| <u>Treasurer’s Office Procedures</u> | |
| TO 103- Bankruptcy Issues | |
| TO 104- Depository Services | |
| TO 105- Real Property Collections (including Mobil homes) | |
| TO 106- RFP’s And Contracts for the County Treasures Office (Pre-req CPM 143) | |
| TO 201- Rights and Responsibilities of Treasures, Assessor’s, & Clerks (Pre-req CPM 111)[AO 201] | |
| TO 202- Treasury Office Reporting Requirements (Pre-req CPM 113) | |
| TO 203- Cash Management for Treasury Offices (Pre-req CPM 141) | |
| TO 204- Special Investments Issues for Treasurers (Pre-req CPM 145 &TO 203) | |
| TO 205- Funding Issues for Treasurers (Pre-req CPM 146) | |