



**Community Health Worker – Certificate**  
**ENROLLMENT FORM**  
 Allied Health/Public Service Department  
 366 Luna Drive ♦ Las Vegas, NM 87701  
 (505) 454-5303 ♦ (800) 588-7232 ♦ [AHPS@luna.edu](mailto:AHPS@luna.edu)

Student Name: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Student E-mail address: \_\_\_\_\_ Phone \_\_\_\_\_

High School Diploma or Equivalency \_\_\_\_ Yes \_\_\_\_ No | Previous College Experience: \_\_\_\_ Yes \_\_\_\_ No

**Community Health Worker Certificate Enrollment Process**

**STEP 1** Contact Allied Health personnel to schedule appointment by phone or in person to begin the process. We are located in the Allied Health building on the Luna campus (take second left off 144 at the top of the hill and the AH building is the first building on the right after the roundabout).

- Ms. Amberlyn Gonzales, Admin Assistant: 505-454-5303; [ambgonzales@luna.edu](mailto:ambgonzales@luna.edu)

**STEP 2** Get admitted to Luna Community College (<https://luna.edu/admissions>).

- Apply by paper or online at <https://luna.edu/application>
- You will receive get a username, email address, and Student ID number

**STEP 3** Seek financial assistance.

- Apply for FAFSA and see the Financial Aid office in the Student success Center. Check out the multiple resources on the financial aid website (<https://luna.edu/financial-aid>)
  - If you plan to apply for federal financial aid, you will need a high school transcript showing that you have graduated or a HS equivalency certification.
- Fill out the Workforce Integration Network Intake Form to determine if you are eligible for job training financial support.
- Inquire as to whether your current employer will pay for your certification.

**STEP 4** Register for the following courses. Class Schedule:

CHW101E	99	3.0	Community Health Worker I (DL)	-----	08/19/24 - 10/11/24	TBA	Online Course	EWEB	Ortega, D
CHW101LE	98	1.0	Community Health Worker I Lab	-M-----	08/19/24 - 10/11/24	6:00PM - 9:20PM	Online Course	EWEB	Ortega, D
CHW102E	99	3.0	Community Health Worker II (DL)	-----	08/19/24 - 10/11/24	TBA	Online Course	EWEB	Ortega, D
CHW102LE	99	1.0	Community Health Worker I Lab (D)	---W---	08/19/24 - 10/11/24	6:00PM - 9:20PM	Online Course	EWEB	Ortega, D
CHW110	99	2.0	Community Health Worker	-----	08/19/24 - 10/11/24	TBA	Off Site	OFFS	Ortega, D

\* Hybrid: meet face-to-face or online, must have a webcam to participate online



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**Important Note:** this course will be taught in conjunction with an IET instructor who will be responsible for providing all students with academic support. There may be additional time required outside of the traditional class time for students needing extra support.

**STEP 5** Arrange to pay your tuition and fees.

*Tuition 2023-2024*

Number of Credit hours	NM Resident In-District	NM Resident Out-of-District	Out-of-State	Senior Citizen*
10	\$480.00	\$650.00	\$1,240.00	\$50.00
Each Additional Credit Hour	\$48.00	\$65.00	\$124.00	\$48.00

\*Persons who have reached their fifty-fifth (55) birthday by the third Friday of classes are eligible for the Senior Citizen discount. No discount applies to registration, course, and laboratory fees, or community and continuing education classes.

**Additional Fees:**

Luna Registration Fee \$15

Course Fees \$25 each class for a total of \$125

Textbook: Foundations for Community Health Workers 2<sup>nd</sup> Edition Timothy Berthold Wiley

E-book 978-1-119-06073-4 \$79.00

Paperback 978-1-119-06081-9 \$98.95

**STEP 6 OTHER REQUIREMENTS**

- This course is being taught with an Integrated Education and Training (IET) design incorporating Adult Education & Literacy, Workforce Preparation, and Workforce training in collaboration with the CCRI Adult Education Program. As such there will be additional intake forms from Adult Education and the WIN grant as well as re- and post-assessment of skills and we will be using a co-teaching model with an IET instructor in the classroom. You will be contacted by a career navigator to do a needs assessment.



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### ENROLLMENT FORM

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- **Textbook:** *Foundations for Community Health Workers* 2<sup>nd</sup> Edition Tim Berthold | ISBN 9781119060819 (pbk) | ISBN 9781119060673 (epdf) | ISBN 97811,19060734 (epub), you may purchase through the LCC Virtual Bookstore (<https://bncvirtual.com/luna>) or through other sources.
- **SPECIAL NOTICE:** If you have or think you may have a disability that affects your performance or safety in class, you are encouraged to contact Renee Maestas in Student Success ([rmaestas@luna.edu](mailto:rmaestas@luna.edu), (505) 454-5355).

**STEP 7** Upon successful completion of CHW 101 and CHW 102. Student will take Community Health Worker Field/Clinical CHW110 (2 cr); Work on your own and Face-to-Face (Must successfully complete both CHW 101 and 102 to enroll).

For this course students will need the following additional screening and additional fees

- Proof of Medical Insurance
- \$35 - 13 Panel Drug Screening (Rio Grande or another licensed drug facility)  
2307 7th Street, Suite A  
Las Vegas NM 87701  
(505) 454-9611
- \$15 - Mal Practice Insurance (LCC Business Office)
- \$88.30 - Dept. of Health Caregiver Criminal History Screening Program will be done through Identgo and include fingerprint and background check. We will help get you registered and an appt will be made.
- Vaccinations maybe needed depending on individual basis: Possible Total: \$817.87

**STEP 8 CHW Certification:** Graduates of our Community Health Worker program will have completed all the requirements to apply to become externally certified by the NM Department of Health Office of Community Health Workers: <https://www.nmhealth.org/about/phd/pchb/ochw/>  
Department of Health Certification Fee: \$55.00 Level

**Total estimated cost: \$1,037.30 for NM Resident In District**

**Total estimated cost with ALL Vaccinations: 1,855.17 for NM Resident In District**

**STEP 9 AUTHORIZATION:** I accept the requirements and guidelines as written. Signing this form is authorizing a commitment to enroll.

Student signature \_\_\_\_\_ Date \_\_\_\_\_