

MVD Procedural Quick Update

#87

RE: New None for the Road Certificate of Completion
Effective date: Monday, April 6, 2009

Date: April 3, 2009
To: All MVD
From: Mac Lewis, MVD Policy and Procedures Manager

[This is the latest in a series of procedural updates. These updates deal with specific MVD procedures and practices. Managers and Supervisors should consistently distribute the updates to all personnel and integrate them into regular information and training sessions.]

Since January, 2009, The University of New Mexico's Division of Continuing Education (UNM CE) has been issuing the Certificate of Completion for the None for the Road Course in a new format with additional security features.

Effective Monday, April 6, field offices should no longer accept the old format certificate unless the certificate's authenticity is verified by UNM CE.

The old None for the Road Certificate of Completion is a bright yellow color with a seal in the upper left corner that is black when viewed straight on or photocopied but a shiny metallic green when an original certificate is viewed at an angle.

The new certificate (shown below) is a pale purplish grey color. The black/green seal has been replaced by a silver holographic image that changes in appearance when viewed from different angles. A bright red control number has been added in the upper right corner. And the new certificate includes a pantograph that displays VOID (as shown below) when the certificate is photocopied.

Do not ever accept a photocopied Certificate of Completion. Only an original certificate can be accepted.

Effective Monday April 6, 2009, if a customer presents an old (yellow) Certificate of Completion, call Lillian Armijo (505-277-6170) or Wendy Brunty (505-925-9542) of UNM CE to verify the certificate's authenticity. Do not accept any old-format certificate without first verifying its authenticity. UNM CE is working on setting up a dedicated toll-free number for this purpose. We will send out a revised PQU with the new number when it is available.

Field office managers and supervisors should refer any comments or questions regarding this Procedural Quick Update to their Bureau Chiefs, with cc to mac.lewis@state.nm.us. Others are encouraged to direct comments or questions directly to Mac Lewis.
