



REGISTRATION – PENDING - BLDG 660 – M – TH – 0800 – 1700, FRI – 0800 – 1600
REGISTRATION FOR WEEKEND COURSES ACCEPTED UNTIL THURSDAY PRIOR TO START OF CLASS

Please visit our local campus website at: <http://www.ctcpolk.com>

COURSE	SEC	SH	TITLE	TIME	DAY	INSTRUCTOR	DATES	ROOM	GOARMY ED CLASS NUMBER
MORNING COURSES									
ENGL 1301	POL04	3	Composition I	1000 – 1230	T TH	Persan	01/09 – 03/01	109	63024
SOCI 2301	POL03	3	Marriage and the Family	1000 – 1230	M W	Woods	01/09 – 02/29	105	63046
AFTERNOON COURSES									
ENGL1302	POL02	3	Composition II (PRE)	1300 – 1530	M W	Persan	01/09 – 02/29	109	75722
ENGL 2327	POL01	3	American Literature I (PRE)	1300 – 1530	T TH	Persan	01/09 – 03/01	109	75723
SOCI 1306	POL03	3	Social Problems	1300 – 1530	M W	Woods	01/09 – 02/29	M W	75729
MONDAY & WEDNESDAY EVENING COURSES									
ACNT 1326	POL02	3	Principles of Accounting II (PRE)	1700 – 1930	M W	Page	01/09 – 02/29	225	63014
HRPO 2301	POL01	3	Human Resource Management	1645 – 1915	M W	Thrasher	01/09 – 02/29	201	63031
CJSA 1359	POL02	3	Police Systems and Practices	1645 – 1915	M W	Bankhead	01/09 – 02/29	203	63021
CJSA 1342	POL01	3	Criminal Investigation	1915 – 2145	M W	Bankhead	01/09 – 02/29	203	63019
COSC 1301	POL01	3	Introduction to Computing	1915 – 2145	M W	Stewart	01/09 – 02/29	103	75721
GOVT 2302	POL03	3	American Government II	1645 – 1915	M W	Briggs	01/09 – 02/29	105	63027
ITSC 1409	POL02	4	Integrated Software Applications	1645 – 1915	M W	Stewart	01/09 – 02/29	103	63035
MRKG 1311	POL02	3	Principles of Marketing	1645 – 1915	M W	Washam	01/09 – 02/29	208	63040
MRKG 2333	POL02	3	Principles of Selling	1915 – 2145	M W	Washam	01/09 – 02/29	208	63041
PHIL 1304	POL02	3	Introduction to World Religions	1645 – 1915	M W	Crawford	01/09 – 02/29	117	75728
TUESDAY & THURSDAY EVENING COURSES									
BUSG 1370	POL01	3	Small Business Accounting	1730 – 2000	T TH	Hilton	01/10 – 03/01	201	63015
CJSA 1317	POL01	3	Juvenile Justice System	1645 – 1915	T TH	Williams	01/10 – 03/01	203	63018
CJSA 2331	POL01	3	Child Abuse, Prev.& Invst (PRE)	1915 – 2145	T TH	Williams	01/10 – 03/01	203	63022
CJSA 1348	POL01	3	Ethics in Criminal Justice	1645 – 1915	T TH	Parks	01/10 – 03/01	208	63020
DSWR 0304	POL03	3	Fundamentals of Writing	1645 – 1915	T TH	Persan	01/10 – 03/01	109	63023
ENGL 1301	POL04	3	Composition I	1915 – 2145	T TH	Persan	01/10 – 03/01	109	63025
HAMG 1321	POL01	3	Introduction to the Hospitality Industry	1730 – 2000	T TH	Holmes	01/10 – 03/01	117	75724
HIST 1302	POL03	3	US History II	1645 – 1915	T TH	Armbruster	01/10 – 03/01	105	63029
HIST 1301	POL03	3	US History I	1915 – 2145	T TH	Armbruster	01/10 – 03/01	105	63028
ITSW 1407	POL01	4	Introduction to Database (PRE)	1645 – 1915	T TH	Fuller	01/10 – 03/01	103	63036
IMED 2409	POL01	3	Internet Commerce (PRE)	1915 – 2145	T TH	Stewart	01/10 – 03/01	103	63033
LGLA 1307	POL01	3	Intro.to Law and the Legal Profession	1645 – 1915	T TH	Smith	01/10 – 03/01		63037
LGLA 1345	POL01	3	Civil Litigation	1915 – 2145	T TH	Smith	01/10 – 03/01		63038
MATH 1342	POL02	3	Elementary Statistical Functions	1730 – 2000	T TH	Perez	01/10 – 03/01	207	63043
PSYC 2308	POL01	3	Child Psychology	1645 – 1915	T TH	Harrell	01/10 – 03/01	225	63043
SOCI 1301	POL02	3	Introduction to Sociology	1645 – 1915	T TH	Lewis	01/10 – 03/01	204	63044
SOCI 1306	POL02	3	Social Problems	1915 – 2145	T TH	Lewis	01/10 – 03/01	204	63045
Lab Times for evening computer courses: 0900 – 1130, 1300 – 1630 Monday, Wednesday & Friday									
SESSION 1 WEEKEND COURSES: 01/21, 01/22 – 02/04, 02/05 – 02/25, 02/26									
BUSI 1301	POL02	3	Business Principles	0800 – 1500	S SU	Williams		201	63026
GOVT 2301	POL03	3	American Government I	0800 – 1500	S SU	Crawford		203	63016
HIST 2311	POL02	3	Western Civilization I	0800 – 1500	S SU	Ducote		109	63030
SOCW 2361	POL01	3	Introduction to Social Work	0800 – 1500	S SU	Hltchens		107	
SESSION 2 WEEKEND COURSES: 01/28, 01/29 – 02/11, 02/12 – 03/03, 03/04									
ANTH 2351	POL01	3	Cultural Anthropology	0800 – 1500	S SU	Chance		107	
CJSA 1308	POL01	3	Criminalistics I (PRE)	0800 – 1500	S SU	Helton		105	63017
ITSC 1301	POL01	4	Introduction to Computers	0800 – 1500	S SU	Sliman		103	63034
PSYC 2301	POL02	3	General Psychology	0800 – 1500	S SU	Harrell		109	63042
IMPORTANT NOTES									
TUITION MUST BE PAID IN FULL ON THE DAY YOU REGISTER									
* Lab Fee (Computer Courses – \$15.00 per credit hour, Science and Culinary Arts Courses - \$ 10.00 per credit hour)									
** Last Day to drop with a 75% refund is January 12 th , 2011. Last day to drop with a 25% refund is January 18 th , 2011. **									

- SCHEDULED HOLIDAYS:** The scheduled holiday for Term 3 is as follows:
- GRADUATION:** Central Texas College awards degrees each year in May, August and December. A graduation application must be submitted to the CTC Site Registrar by the following dates: Dec. grad. – Oct. 1st, May grad. – Feb 1st, Aug. grad. – June 10th. There are two combined graduation ceremonies each year. Graduates of December, May and August may participate.
- DEVELOPMENTAL CLASSES:** Developmental Math (DSMA) and English (DSWR) classes are prerequisites for the ENGL 1301 & MATH 1414 courses and count as RESIDENCY CREDIT but cannot be applied towards degree requirements.
- LATE REGISTRATION:** Central Texas College will no longer have late registration. All Students are required to be registered no later than close of business of the first day of class. No exceptions. Registration for the weekend classes must be completed prior to the first class session.
- WITHDRAWAL/REFUND POLICY:** Students wishing to withdraw from a class MUST initiate a Withdrawal/Refund form (CTC Form 6). THE EFFECTIVE DATE OF WITHDRAWAL IS THE DATE THE FORM IS SIGNED BY THE Instructor, not the last class attendance date. Withdrawals will not be allowed after the last Friday preceding the last scheduled class. Refunds will be computed from the effective date and will be made according to the following schedule:
 100% Withdrawal before the first class meeting of the Term
 75% Withdrawal if not more than 1/8 of the total class meetings have elapsed (1 - 4 days)
 25% Withdrawal if more than 1/4 of the total class meetings have elapsed (5 - 8 days)
- REFUND POLICY FOR WEEKEND COURSES:** 75% Refund after the 1st Weekend of the course as long as the student drops the Monday – Friday after the 1st Weekend.
- TUITION RATES:** Tuition for all courses is \$160.00 Per Credit Hour: and does not include instructional material(s). There is a \$15.00 Per Credit Hour lab fee for computer courses and a \$10.00 Per Credit Hour lab fee for biology/physical science courses.
 Tuition Rates:
 3 Credit Hours = \$ 480.00
 4 Credit Hours = \$ 640.00
**** The above tuition rates do not reflect the cost YOU must pay for your books. ****
 There are no costs for Admission, Registration, or Evaluations. Tuition Assistance may be available for active duty military students and must be obtained from www.earmy.com. Veteran's Benefits, Pell Grants, and Student Loans are also accepted.
- STUDENT PAYMENTS:** Payment of Tuition, Fees, and Book costs may be made by CHECK or MONEY ORDER. Students may also use MASTER CARD, AMERICAN EXPRESS or DISCOVER to charge their payments. **CASH PAYMENTS CANNOT BE ACCEPTED. A \$25.00 fee will be charged for checks returned marked NONSUFFICIENT FUNDS or ACCOUNT CLOSED.** No check payments will be accepted from students who have written 2 (two) Non- Sufficient Funds or Account Closed checks.
- NON-MILITARY STUDENTS:** Central Texas College is an open admission two-year college requiring no entry exams/ACTS/SATS. For Fort Polk access information to attend On-Post schools please contact Central Texas College @ (337) 537-5202.
- PLACEMENT EXAMINATIONS:** Placement tests are given on Monday, Wednesday, and Friday from 8:00 AM – 12:00 PM.

For More information on Central Texas College programs please call us at the Delbert Wilson Army Ed. Center & Library, BLDG 660, South Fort Polk, Telephone: (337) 537-5202 or visit our local campus website @ <http://www.ctcpolk.com> or our Main Campus Website @ <http://www.ctcd.edu> or email us @ sitereg.polk@ctcd.edu

NON-MILITARY STUDENTS CAN OBTAIN AN EXTENDED VISITORS PASS FOR ATTENDING CLASSES AT CTC ON FORT POLK. PLEASE CALL THE CTC OFFICE AT (337) 537-5202 IF YOU WOULD LIKE MORE INFORMATION.

Proctored Testing Hours

CTC offers proctored testing to distance learning student during the following hours:
 Monday, Wednesday, and Friday – 8:00 AM – 12:00 PM

Pearson VUE, CLEP, PROMETRIC and DSST Testing Hours:
 Tuesday and Thursday – 8:00 AM and 10:00 AM