

CENTRAL TEXAS COLLEGE



Education for the Individual
100 Knowledge Drive Ste. 141
Fort Stewart, GA 31314
(912) 876-4045/767-2070

HAAF
SU09 to FAL09

1 WEEK CLASSES

Classes Meet: MTWTHF (No textbooks needed for these classes)

***Prior to registering for these classes, please see an Education Counselor for a course override**

July

6 July	10 July	56224	MTMC 1176	Microsoft PowerPoint	Brown	1	0900-1145	1290-5
6 July	10 July	56226	MTMM 1170	Increasing Work Site Efficiency	Washington	1	1315-1600	1290-5
13 July	17 July	56220	MTCS 1175	Basic Keyboarding for Computers	Brown	1	0900-1145	1290-5
13 July	17 July	56219	MTBC 1170	Conducting Briefings	Washington	1	1315-1600	1290-5
20 July	24 July	56223	MTMC 1172	Word Processing Applications	Brown	1	0900-1145	1290-5
20 July	24 July	56221	MTHR 1173	Counseling Practicum Technique	Washington	1	1315-1600	1290-5
27 July	31 July	56225	MTMC 2171	Microsoft Excel Advanced	Brown	1	0900-1145	1290-5
27 July	31 July	56222	MTMC 1171	Spreadsheet (Excel) Applications	Brown	1	1315-1600	1290-5

August

3 Aug.	7 Aug.	92838	MTMC 1173	Data Base Applications	Brown	1	0900-1145	1290-5
3 Aug.	7 Aug.	92843	MTOB 1170	Styles of Leadership	Washington	1	1315-1600	1290-5
10 Aug.	14 Aug.	92840	MTMC 1177	Desktop Publishing Application	Brown	1	0900-1145	1290-5
10 Aug.	14 Aug.	92839	MTMC 1176	Microsoft PowerPoint	Brown	1	1315-1600	1290-5
17 Aug.	21 Aug.	92841	MTMC 2172	Microsoft Word Advanced	Brown	1	0900-1145	1290-5
17 Aug.	21 Aug.	92834	MTHR 1170	Preparing Efficiency Reports	Washington	1	1315-1600	1290-5
24 Aug.	28 Aug.	92836	MTMC 1171	Spreadsheet (Excel) Applications	Brown	1	0900-1145	1290-5
24 Aug.	28 Aug.	92842	MTMM 1171	Problem Solving	Washington	1	1315-1600	1290-5
31 Aug.	4 Sept.	92837	MTMC 1172	Word Processing Applications	Brown	1	0900-1145	1290-5
31 Aug.	4 Sept.	92835	MTHR 1176	Stress Management	Washington	1	1315-1600	1290-5

REGISTRATION

To enroll Active Duty students must sign up through the GoArmyEd portal on line. See your Army Education Counselor for assistance located in BLDG. 100 on Fort Stewart and (Ms. Faye Ward) BLDG. 1290 on Hunter AAF. Their hours are from 0800 to 1630 Monday through Friday. Ms. Ward's phone number is 912-315-6130 and Ft. Stewart is 767-8331.

Tuition: \$100/per credit hour; after 1 August 2009, \$115/per credit hour.

Official registration complete only after tuition payment has been received.

Absolutely no cash will be accepted. There is a \$25.00 fee assessed for returned checks.