

CENTRAL TEXAS COLLEGE

EDUCATION FOR THE INDIVIDUAL

Summer II Term IV Schedule

6 July 2009 - 14 September 2009

Registration begins: June 2, 2009

SCHOFIELD BARRACKS AND TRIPLER

ARMY EDUCATION CENTERS

SCHOFIELD 808 624-0198



CENTRAL TEXAS COLLEGE is accredited by the Southern Association of Colleges and Schools. Over 180 locations worldwide!

Website: <http://www.ctcd.edu/continental/hawaii.htm>

COURSE DESCRIPTIONS

ACCT 2301 Principles of Accounting II 2-4-3

A study of the fundamentals of managerial accounting. Emphasis on budgeting, planning, management decision making, and analysis of financial reports. Prerequisites: ACNT 1325 or equivalent recommended.

BMGT 1303 Principles of Management 3-0-3

Concepts, terminology, principles, theory, and issues that are in the field of management.

BUSG 1372 Personal Finance 3-0-3

Personal and family accounts, budgets, and budgetary controls, bank accounts, charge accounts, borrowing, investing, insurance, standards of living, renting, home ownership, wills, and trust plans.

COSC 1300 Introduction to Computing 3-1-3

Study of basic hardware, software, operating systems, and current applications in various segments of society. Current issues such as the effect of computers on society and the history and use of computers are also studied.

DSWR 0304 Fundamentals of Writing II 3-0-3

Fundamentals of Writing II is a continuation of DSWR-0303 and emphasizes composition skills at the paragraph and essay levels. The course includes a study of sentence-level grammar and punctuation and emphasizes the organizational skills needed to write a basic essay.

ENGL 1302 Composition II 3-0-3

A continuation of ENGL 1301, emphasizing in more depth the principles and techniques of written compositions. Focus of compositions is on the development of critical thinking as it relates to the textual analysis of literary genres: the short story, poetry, drama, and the novel. Formal research paper is required. Prerequisite: Completion of ENGL 1301, or equivalent, with a grade of "C" or above.

GOVT 2302 American Government II 3-0-3

An introductory, survey course on various United States, Texas, and local government topics. This course includes studying institutions of national and Texas governments including the executive, legislative, and judicial branches; the bureaucracy; and public policy including defense and foreign relations

MATH 1414 College Algebra 4-0-4

A study of relations and functions, polynomial functions and equations of degree higher than two, exponential and logarithmic functions and equations, matrices, and determinants, sequences and series, the binomial theorem, and mathematical induction.

MRKG 1311 Principles of Marketing 3-0-3

Introduction to basic marketing functions; identification of consumer and organizational needs; explanation of economic, psychological, sociological, and global issues; and description and analysis of the importance of marketing research.

SOCI 2301 Marriage and The Family 3-0-3

A study of problems in courtship, marriage, and family living as they relate to the social structure of American society.

DRAM 2366 Development of the Motion Picture I 3-3-3

This course focuses on the development of motion picture; analyzing visual, aural, dramatic and narrative aspects of films. A survey of historical growth and the sociological effect of film as an art is included. Prerequisite: None

BMGT 1301 Supervision 3-0-3

A study of the role of the supervisor. Managerial functions as applied to leadership, counseling, motivation, and human skills are examined.

BMGT 1325 Office Management 3-0-3

Systems, procedures, and practices related to organizing and planning office work, controlling employees' performance, and exercising leadership skills.

BUSI 1301 Business Principles 3-0-3

Introduction to the role of business in modern society. Includes overview of business operations, analysis of the specialized fields within the business organization, and development of a business vocabulary

DSMA 0304 Fundamentals of Mathematics II 3-0-3

Fundamentals of Mathematics is designed to help students make the transition from arithmetic to algebra. This course includes operations with fractions, decimals and sign numbers; order of operations, prime factorization, greatest common factor, variable expressions, introduction to graphs and linear equations.

ENGL 1301 Composition I 3-0-3

A study of the principles and techniques of written compositions including sentence structure, paragraph development, and paper organization. Also stresses the development of critical thinking as it applies to the textual analysis of expository prose. Prerequisite: DSWR 0302 or equivalent with a grade of "C" or above or appropriate test score(s).

GOVT 2301 American Government I 3-0-3

An introductory, survey course on various United States, Texas, and local government topics. This course includes study of the U.S. and Texas constitutions, federalism, local governments, national elections (state and local), civil liberties, interest groups, and political parties.

HIST 1301 United States History I 3-0-3

English colonization, the Revolution, adoption of the Constitution, growth of nationalism, cotton and the slavery problem, civil war, and reconstruction.

PHIL 1304 Introduction to World Religions 3-0-3

A survey course dealing with the origins, tenets, and development of the major world religions. Deductive method used to understand religion as a phenomenon in man's life. Discussion of Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, and Islam.

PSYC 2301 General Psychology 3-0-3

Basic principles of human experience and behavior involving biological, environmental and sociocultural studies. An overview course including an introduction to the major studies of psychology

SPCH 1315 Public Speaking 3-0-3

Course encompasses both theory and practice of communicating with others and includes research, composition, organization, and delivery of speeches for various purposes and occasions

WWW.CTCD.EDU

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06 July 2009 - 14 September 2009

Schofield Barracks Education Center/Bldg 560

*Denotes that the class will be held on both Monday and Wednesday.

**Denotes that the class will be held on both Tuesday and Thursday.

GAE #	COURSE #	COURSE NAME	CR	DAY	TIME	INSTURCTOR	RM#	SYN
17997	BMGT	1325 OFFICE MANAGEMENT	3	F	1730-2140	BARNES	209	40213
18000	COSC	1300 INTRO TO COMPUTING	3	W	1730-2140	TEED	209	40205
18001	DSWR	0304 FUND OF WRITING II	3	T	1730-2140	JONES	209	40167
18002	ENGL	1301 COMPOSITION I	3	TH	1730-2140	JONES	209	40210
18006	HIST	1302 US HISTORY II	3	M	1730-2140	MONROE	209	40158
17994	ACCT	2302 PRIN OF ACCOUNTING II**	3	T-TH	1730-1935	BONHOMME	211	40216
17995	BMGT	1301 SUPERVISION	3	M	1730-2140	CLARK	211	40214
17996	BMGT	1303 PRIN OF MANAGEMENT	3	W	1730-2140	BARNES	211	40217
17998	BUSG	1372 PRIN OF FINANCE*	3	M-W	1100-1300	CLARK	211	40328
18005	HIST	1301 US HISTORY I	3	S	1230-1630	LIGHTNER	211	40353
18011	SPCH	1315 PUBLIC SPEAKING	3	F	1730-2140	LEWIS	211	40218
17999	BUSI	1301 BUSINESS PRINCIPLES	3	M	1730-2140	KOBAYASHI	226	40219
18003	GOVT	2301 AMER. GOVERNMENT I	3	F	1730-2140	MEACHAM	226	40223
18004	GOVT	2302 AMER. GOVERNMENT II	3	S	0800-1200	MEACHAM	226	40224
18007	MATH	1414 COLLEGE ALGEBRA	4	S	1230-1630	MORONEY	226	40342
18008	MRKG	1311 PRIN OF MARKETING	3	W	1730-2140	CLARK	226	40221
18009	PSYC	2301 GEN PSYCHOLOGY	3	T	1730-2140	MALABANAN	226	40220
18010	SOCI	2301 MARRIAGE & FAMILY	3	TH	1730-2140	DINA C.	226	40222
TRIPLER CLASSES								
17144	DRAM	2366 MOTION PICTURE ART	3	T	1730-2140	GACIS	104A	40356
17145	DSMA	0306 INTRO TO ALGEBRA	3	M	1730-2140	MORONEY	104A	40354
17146	ENGL	1302 COMPOSITION II	3	F	1730-2140	JONES	104A	40360
17147	HIST	1301 US HISTORY I	3	TH	1730-2140	LIGHTNER	140A	40358
17148	PHIL	1304 INTRO TO WRLD RELG	3	W	1730-2140	GACIS	104A	40357

Notes:

No application fees. NO CASH. Checks, Money Orders, VISA, MasterCard, American Express accepted at Schofield. Checks or Money Orders only at Tripler. **Payment is due upon registration.**

Students are responsible for purchasing the required textbooks. Tuition does not include textbooks.

<http://bookstore.mbsdirect.net/ctc.htm>

Term holidays: 07/3/2009, 7/4/2009 and 9/7/2009 Tuition: \$120.00 per credit hour, for in classroom courses.

Angela Lloyd, Director

Kristin Batalon, Site Registrar

Nora Navarro-Maghanoy, Hawaii Registrar

General Information

Central Texas College is an open-door comprehensive community college. An open door admission policy is maintained to ensure that all persons who can benefit from post-secondary education have the opportunity to enroll. On military installations, this includes all military, DoD employees and civilians. There is no admission fee. CTC, located in Killeen, Texas, serves the specific needs of military personnel at over 180 locations throughout the nation, and overseas. FREE Official Evaluation of military and other non-traditional education for college credit may be requested after completion of six (6) semester hours (2.0 GPA required) with CTC.

REFUND POLICY

All active duty Army (GoArmyEd) students must drop/withdraw from classes through the portal. It is highly recommended that GoArmyEd students consult an Army Education Counselor before withdrawing from a course. All civilians, dependents, and members of other branches of service must complete and sign a Withdrawal Request form. It is the responsibility of the student to communicate any withdrawal intentions to the instructor and the appropriate Central Texas College Site Office.

The refund schedule below applies to on-post classes only.

REFUND	ALL CLASSES
100%	withdrawal PRIOR TO 6 July
75%	withdrawal PRIOR TO close of business July 10
25%	withdrawal PRIOR TO close of business TBA
0%	withdrawal on 18 April and thereafter TBA

Refunds will be processed by the Director of Administrative Services after receipt of certification by the Student Services Office that the Application for Withdrawal or the Application for Refund has been properly completed and processed.

Emergency withdrawal will be considered to be filed as of the date of the emergency. Students must submit written proof of emergency. Military, emergency leave orders or medical certification of family emergency. **Refund under emergency conditions will follow the refund of tuition schedule above.**

How To Order Books

1. Type <http://bookstore.mbsdirect.net/ctc.htm>
2. Double Click "Order My Books"
3. Select "Schofield", click "Continue"
4. Select term, Start dates
5. Select Program – On-site Courses – Schofield
6. Click on Course
7. Click on Submit Course ID Selections
8. Add items into Cart
9. Proceed to Checkout

IMPORTANT NOTICE:

Students are responsible for any additional amounts due to CTC from post enrollment audits, and corrections, including all fees and waivers; i.e. registration assessing errors, dropping or adding classes; invalid employment or third party waivers.

TUITION IS DUE AT THE TIME OF REGISTRATION!