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Information

Mailing Addresses

Central Texas College
ATTN: Department/Person
P. O. Box 1800
Killeen, Texas 76540-1800

Or

(For UPS or Federal Express deliveries, etc.)
ATTN.: Department/Person
6200 W. Central Texas Expressway
Killeen, Texas 76549-1272

Web Address

http://ctcd.edu

Local Number

(254)526-7161

Toll Free Number

Within the state of Texas (800)223-4760
Out of state of Texas (800)792-3348

Emergency Contact:

Campus Police (254)526-1200
Telephone Information

HOW TO USE CAMPUS TELEPHONES

Central Texas College, Killeen is served by a P.B.X. Telephone system, which means that each office on campus has its own seven-digit number. Offices on campus may be reached directly from an off-campus telephone by dialing the appropriate ten-digit number. Extensions beginning with a number 1 use the 526 prefix (i.e. 254-526-1XXX). Extensions beginning with numbers 30 or 31 use the 501 prefix (i.e. 254-501-30XX, 254-501-31XX). Extensions beginning with numbers 33 or 34 use the 616 prefix (i.e. 254-616-33XX, 254-616-34XX). Extensions beginning with a number 2 may only be used for outgoing calls or for calling on-campus only.

On-Campus Calls
- To call the operator, dial 0.
- All emergency calls, dial 911. **DO NOT DIAL 5+911.** This will delay emergency response.
- To reach another extension, dial the 4-digit number assigned to the office being called.
- For a number not listed in the CTC Faculty/Staff Directory, dial 0.
- For Telephone Service Requests, on-campus numbers only, dial 3103.
- Voice Mailbox Assistance, dial 3103.

Local Calls
- Dial 5 + area code + the 7-digit number.

Transfer Calls
To transfer an incoming call:
- Advise the outside party to wait. As added courtesy, give the party the transfer number in case you are disconnected during the transfer.
- Depress the transfer button.
- Dial the station extension.
- Depress the transfer button to complete the transfer.

Direct Long Distance Dialing (1+)

**Unrestricted Lines**
- Local or Long distance directory assistance: 5 + 1411
- Toll – free calls: 5 + 1 + 800 + 7-digit number.
- International calls: 5 + 011 + country code + city code + number.

**Restricted Lines**
- Listen for internal dial tone. Dial 5 + 1 + area code + the 7-digit number, wait for “double-beep”, and enter forced access code (FAC).
- International Calls: 5 + 011 + country code + city code + number, wait for “double beep”, enter forced access code (FAC).

Voice Mail
- To access your voicemail box, dial 1771.
- If you are calling from your own extension, enter your security code, otherwise press * and dial the extension of the voicemail box you want to access.
- To access your voicemail box from off campus, dial 254-526-1771, press #, then dial the extension for your voicemail box.
- Enter the security code. If you have not changed your security code, the default password is 5111.
- If your voicemail says it is protected, call extension 3103 for assistance.
CTC Departmental Directory

A

Academic Advising ........................................ 526-1226
  Academic.Advising@ctcd.edu
CATE Center Advising ........................................ 526-1549

Academic Departments
  Aviation Science ........................................ 526-1241
  Business Administration ........................................ 526-1146
  Child Development, Teacher Education .................. 526-1900
  Communications ........................................ 526-1239
  Computer Information Technology & Systems ............. 526-1164
  Fine Arts ........................................ 526-1572
  Health Sciences ........................................ 526-1150
  Industrial Technology .................................. 526-1235
  Kinesiology ........................................ 526-1495
  Mathematics, Engineering, Drafting & Design, Robotics .... 526-1494
  Office Technology .................................. 526-1234
  Protective Services .................................. 526-1275
  Science & Agriculture .................................. 526-1288
  Social & Behavioral Science .................................. 526-1274

Academic Instruction ........................................ 526-1116

Academic Studio ............................................ 526-1580

Accounting .................................................. 526-1309

Accounts Payable ............................................ 526-1109
  Accounts.Payable@ctcd.edu

Accounts Receivable ........................................ 526-1299

Administration
  Office of the Chancellor ................................ 526-1214
  Office of the Deputy Chancellor, Academic and Student Success ........................................ 526-1733
  Office of the Deputy Chancellor, Finance and Administration ........................................ 526-1331
  Office of the Deputy Chancellor, Instruction and Workforce Initiatives ........................................ 526-1402

Admissions & Records,
  Central Campus ........................................ 526-1696

Adult Education
  Central Campus ........................................ 526-1120

Agriculture .................................................. 526-1288

Airport Operations ........................................ 616-3420

Alumni & Friends Office .................................. 526-1306

ArmyIgnitED Liaison ....................................... 526-1348

Aviation Science Department ................................ 526-1241

B

Biological Sciences ........................................ 526-1288

Bookstore .................................................. 526-1219

Budget Management ........................................ 526-1319

Business Administration Department ..................... 526-1146

Business, Community & Government Development ............. 501-3007

Business Offices
  Central .................................................. 526-1217
  Fort Hood (Bldg. 3201) .................................. 526-1918/526-1919

Business Services ........................................ 526-1668

C

Campus Police-Security Services .......................... 526-1200

Career Center ........................................ 526-1106

CATE Center Advising ..................................... 526-1549

CATE Classroom ............................................ 526-1382
  Office.Technology@ctcd.edu

Central Records and Registration ......................... 526-1131
  Central.registration@ctcd.edu

Chancellor .................................................. 526-1214
<table>
<thead>
<tr>
<th>Department</th>
<th>Phone</th>
<th>Email</th>
</tr>
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<tbody>
<tr>
<td>Child Development, Teacher Education Department</td>
<td>526-1900</td>
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<tr>
<td>Collections Department</td>
<td>526-1414</td>
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<tr>
<td>College Development</td>
<td>526-1662</td>
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<tr>
<td>College Programs, Fort Hood Campus</td>
<td>526-1904</td>
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<tr>
<td>Communications Department</td>
<td>526-1239</td>
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<tr>
<td>Comptroller</td>
<td>526-1310</td>
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<td>Computer Lab, Learning Resource Center</td>
<td>526-1444</td>
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<tr>
<td>Computer Information Technology &amp; Systems</td>
<td>526-1164</td>
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<tr>
<td>Continental &amp; International Records</td>
<td>526-1172</td>
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<td>Continental Campus</td>
<td>526-1222</td>
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<tr>
<td>Continuing/Workforce Education</td>
<td>526-1586</td>
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<tr>
<td>Contract Administration</td>
<td>526-1322</td>
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<tr>
<td>Culinary Arts Center, Fort Hood</td>
<td>526-1955/526-1956</td>
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<tr>
<td>Dark Room/Photo Lab</td>
<td>526-1576</td>
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<td>Deans</td>
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<td>Academic Instruction</td>
<td>526-1116</td>
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<tr>
<td>Career &amp; Technical Instruction</td>
<td>616-3413</td>
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<tr>
<td>Continental Campus &amp; Fort Hood Campus</td>
<td>526-1903</td>
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<td>Educational Technology</td>
<td>526-1346</td>
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<tr>
<td>Institutional Accountability &amp; Curriculum</td>
<td>526-1154</td>
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<tr>
<td>Library Services</td>
<td>526-1486</td>
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<td>Service Area, Adult &amp; Workforce Education</td>
<td>526-1815</td>
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<tr>
<td>Student Services</td>
<td>526-1298</td>
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<td>Student Success</td>
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<td>Developmental Reading &amp; Writing</td>
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<td>Disability Support Services</td>
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<td>Disbursements</td>
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<td>Distance Education &amp; Educational Technology</td>
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<tr>
<td>Course Support</td>
<td>526-1221</td>
<td><a href="mailto:Course.Support@ctcd.edu">Course.Support@ctcd.edu</a></td>
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<tr>
<td>Technical Support</td>
<td>501-3061</td>
<td><a href="mailto:DE.TechSupport@ctcd.edu">DE.TechSupport@ctcd.edu</a></td>
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<tr>
<td>Drafting &amp; Design</td>
<td>526-1233</td>
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<td>Dual Credit Programs</td>
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<td>STEM</td>
<td>616-3381</td>
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<td>Dual Credit</td>
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<td>ECHS</td>
<td>526-1868</td>
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<tr>
<td>Eagles On Call</td>
<td>526-1296</td>
<td><a href="mailto:Eaglesoncall@ctcd.edu">Eaglesoncall@ctcd.edu</a></td>
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<tr>
<td>Eagle Self-Service Reset for Faculty &amp; Staff</td>
<td>526-1303</td>
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<td>Early Childhood Professions</td>
<td>526-1900</td>
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<td>Employee Benefits</td>
<td>526-1305</td>
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<td>Employment Services</td>
<td>526-1562</td>
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<tr>
<td>Employee Training</td>
<td>526-1381</td>
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<tr>
<td>English for Speakers of Other Languages (ESOL)</td>
<td>526-1226</td>
<td><a href="mailto:Academic.Advising@ctcd.edu">Academic.Advising@ctcd.edu</a></td>
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<tr>
<td>Equal Employment Opportunity</td>
<td>526-1391</td>
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<tr>
<td>Evaluations</td>
<td>526-1317</td>
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</tbody>
</table>

Eagles On Call: 1-800-792-3348 ext. 1296
Eaglesoncall@ctcd.edu
Facilities and Construction
FManagement@ctcd.edu

Associate Deputy Chancellor ...............526-1196
Director ........................................526-1196
Building Maintenance ......................526-1196
Custodial Services ...........................526-1196
Drafting & Design ............................526-1196
Grounds & Streets .........................526-1196
Mechanical Maintenance ....................526-1196
Service Coordinator/Reserve CTC Vehicles ........................................526-1196
Vehicle Maintenance .......................526-1196
Administrative Assistant/Work Requests ........................................526-1196
Fax Numbers
Accounts Payable .............................501-3075
Administration Building .................526-1750
Admissions & Records ....................526-1545
Adult Education ..............................616-3341
Airport ........................................616-3435
Business Administration/Paralegal ....526-1212
Campus Police ...............................526-1396
Child Center ................................526-1810
College Development .....................501-3080
College Programs (Fort Hood) ...........532-2033
Communications .............................526-1165
Community Education ........................
   (Central Campus) .........................526-1950
Computer Information Technology & Systems ........................................526-1792
Continuing Education ......................526-1600
Contract Administration ..................526-1847
Department of Health Sciences ........526-1765
Disability .....................................526-1700
Distance Education .........................526-1551
Drafting & Design ..........................526-1742
Eagles On Call ...............................501-3082
EAT/Skills Center ............................526-1742
Enrollment Center Building ..............526-1481
Financial Aid Customer Service .........526-1480
Fort Hood Campus Dean ....................532-2033
Foundation Office ..........................501-3080
Gatesville .....................................526-1978
Hospitality Programs (Central) ..........526-1212
   (Fort Hood) ................................532-2033

Human Resources ................................526-1170
IT Customer Service, Administrative Computer Center ....526-1950
International Student Services ..........501-3066
KNCT-FM Radio ................................526-1850
Library Services .............................526-1878
Mayborn Science Theater ........................
   (Director) ....................................526-1841
Mayborn Science Theater ........................
   (Planetarium) .............................526-1236
Protective Services .........................526-1193
Records & Registration ...................526-1961
Risk Management ...........................526-1556
Online Testing ................................526-1350
Purchasing ...................................526-1751
Social & Behavioral Science .............526-1165
Student Life & Activities .................501-3016
Student Records (Fort Hood) ............532-2033
Student Services (Fort Hood) .............532-2033
Student Services Building ................526-1447
Systems Registrar ...........................526-1545
Transcripts .....................................526-1111

Finance and Administration ..............526-1331
Financial Aid ................................526-1508
   Financial.aid@ctcd.edu

Financial Services ..........................526-1213
Fine Arts Department .......................526-1572
Fine Arts/Music ................................526-1866

Fort Hood Campus
   Academic Advising ........................
      (Bldg. 3201) .........................526-1917/526-1916
   Business Office .........................526-1918/526-1919
   College Programs .........................526-1904
   Dean .........................................526-1903
   Fort Hood Campus .........................526-1903
   Hospitality .................................526-1912/526-1936/526-1920
   Hospitality Lab: Culinary Arts Center ....526-1955/526-1956
   MSE/MOS Program .........................287-4191
   Multi -Use Learning Facility, MOS Library
      (Bldg. 33009, SCD) ..................526-1955/526-1956
   Registrar ..................................526-1906
   Student Services .........................526-1916/526-1917
   Testing, Fort Hood Testing Center
      (Bldg. 33009, SCD) ..................290-0701
   Testing, CTC Fort Hood Student Services
      (Bldg. 3201) .........................526-1916/5261917

Campus Directory Page 6 November 2022
Foundation Office ........................................ 526-1662

G

Gatesville
  Advisor/Evaluator ........................................ 526-1974
  Clerk II .................................................. 526-1975
  Director .................................................. 526-1973
  Office Specialist II .................................... 526-1977
Gender Equity Program ..................................... 526-1469
General Counsel ............................................ 526-1347
General Educational Development Preparation Program ........................................ 526-1344
General Educational Development Testing .......................................................... 526-1661
Graduate Guarantee Program
  Academic Services ........................................ 526-1402
  Central Campus ......................................... 526-1116
  Instructional Services ................................... 526-1154
  Student Services ......................................... 526-1298
Graduation ..................................................... 526-1592
Great Western Dining & Catering .......................... 526-1844

H

Health Sciences, Department of ......................... 526-1266/1890/1265
Histology ..................................................... 526-1883
Homeland Security ......................................... 526-1789
Hospitality Programs ....................................... 526-1515
Hospitality
  Fort Hood (Bldg. 3201) .................................. 526-1912/526-1936
  Culinary Arts Center Lab
  Fort Hood (Bldg. 335) .................................. 526-1955/526-1956
Human Resource Management .......................... 526-1128
ID Cards ...................................................... 501-3071
IT Customer Service ....................................... 501-3103
IT Help Desk
  (Computer Help + Tickets) ............................. 501-3103
  Help.desk@ctcd.edu
IT Information Systems ..................................... 501-3103
IT Infrastructure ............................................ 501-3103
IT Multimedia Services .................................... 501-3103
Inclement Weather
  School Closing Information Line ....................... 501-3100
Incoming Transcripts ....................................... 526-1984
Industrial Technology Department ................... 526-1235
  Automotive .............................................. 526-1334
  Building Trades/Maintenance Technology .......... 526-1345
  Diesel ..................................................... 526-1524
  Graphics & Printing Technology ..................... 526-1112
  Heating, Air Conditioning & Refrigeration ......... 501-3027
  Welding .................................................. 616-3300
Institutional Effectiveness ............................... 526-1264
  Institutional Research .................................. 526-1484
Instructional Program Support Services ............... 526-1154
Internal Auditor ............................................ 526-1791
International Student Services ........................ 526-1107
Inventory Control .......................................... 526-1803
Journalism .................................................... 526-1239
KNCT-FM Radio ............................................. 526-1176

K

KNCT-FM Radio ............................................. 526-1176
<table>
<thead>
<tr>
<th>Department/Program</th>
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<tr>
<td>Kinesiology Department</td>
<td>526-1495</td>
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<tr>
<td>Front Desk</td>
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<td>Labs</td>
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<td>Communications</td>
<td>526-1755</td>
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<td>Computer Information Technology &amp; Systems</td>
<td>526-1201</td>
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<td>Dark Room</td>
<td>526-1576</td>
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<td>Department of Health Sciences</td>
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<tr>
<td>Computer Lab Center</td>
<td>526-1862</td>
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<tr>
<td>Simulation Lab Center</td>
<td>526-1882</td>
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<tr>
<td>Fine Arts/Music</td>
<td>526-1767</td>
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<tr>
<td>Math Express</td>
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<td>Matematices, Advanced</td>
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<tr>
<td>Multimedia</td>
<td>526-1826</td>
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<tr>
<td>NCBO Math Express Lab</td>
<td>501-3070</td>
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<td>Piano Lab</td>
<td>526-1247</td>
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<td>Learning Disability Services</td>
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<td>Circulation Desk</td>
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<td>Reference Desk</td>
<td>526-1871</td>
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<td>Multimedia Lab Desk</td>
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<td>Mail Room</td>
<td>526-1804</td>
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<td>MLT/PBT/Histology Programs</td>
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<td>Marketing &amp; Outreach</td>
<td>526-1223</td>
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<td>Materials Management</td>
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<td>Mathematics Department</td>
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<td>Mental Health Services</td>
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<td>Military Evaluations (Prior Military Only)</td>
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<td>MSE/MOS Program, Fort Hood</td>
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<td>Military Skills Enhancement (MSE)</td>
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<td>Online Testing</td>
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<td>Online Testing Evening</td>
<td>526-1194</td>
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<td>Online Testing Exam Distribution</td>
<td>526-1661</td>
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<td>Paralegal</td>
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<td>Payroll Services</td>
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<td>Pension Plan Administration</td>
<td>526-1416</td>
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<td>Phlebotomy</td>
<td>526-1883</td>
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<td>Physical Education &amp; Natatorium</td>
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<td>Physical Sciences</td>
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</table>
Planetarium (Mayborn Science Theater)
Now Showing Information Line
(Unmanned, Recorded Line) ...........526-1800
School and Group
Tickets and Reservations...............526-1768
Ticket Desk (Manned Only During
Scheduled Shows) .......................526-1799
Police ...........................................526-1200
Protective Services Department.......526-1275
Purchasing ....................................526-1203

Records & Registration Office ..........526-1131
.................................................526-1133
Recruitment Services ....................526-1492
Registrar’s Offices
CTC Main Campus .........................526-1663
Registration Offices
Central ........................................526-1131/526-1133
Fort Hood ....................................526-1906
Gatesville ....................................526-1977
Registered Proctor Information .........526-1661
Test.proctors@ctcd.edu
Reprographics/Printing ...................526-1156
Printing.Department@ctcd.edu
Residence Hall (Dormitory) .............526-1926
Risk Management .........................526-1347
Title IX Coordinator .......................501-3028
RDepartment@ctcd.edu
Robotics ........................................526-1209/526-1494

Science & Agriculture Department ....526-1288
Security Services ..........................526-1200

Service Area Campus ......................526-1865
Brady/Mason/ ...........................................(325)597-2491 Ext 1010
San Saba ...........................................(254)616-3401
Fredericksburg .........................(254)526-1977
Gatesville .........................................(254)386-8009
Hamilton ..........................................(512)564-2328
Lampasas .........................................(254)616-3326
Marble Falls ...................................

Shipping & Receiving .....................526-1801
Skills Center Counselors .................526-1549
Social & Behavioral Science Dept. ...526-1274
Student Government .....................526-1151
Student Life & Activities ...............526-1258

Student Services
Admissions & Records .................526-1696
Central Campus .........................526-1298
Central Campus – Front Desk .........526-1476
.................................................Ext: 2017
Counseling & Guidance ................526-1226
Dual Credit ...................................526-1679
Fort Hood ......................................526-1916/526-1917
Gatesville .....................................526-1977
Incoming Transcripts (CTC) ...........526-1984
International Student Services .......526-1107
Registrar’s Office .........................526-1663
Registration .................................526-1131/526-1133
Service Area Campus .................526-1902
SOC Student Evaluations ...............526-1374
Student Financial Assistant ..........526-1559
Testing Services .........................526-1520
Transfer Evaluations .....................526-1622
Outgoing Transcripts (CTC) ..........526-1372
Verifications ...............................526-1139

Student Success & Persistence
Academic Studio .........................526-1580

Student Test Proctor
Submission forms .........................526-1661
Test.request@ctcd.edu

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Resource Center..............................526-1166
TDJC/Gatesville ........................................ 526-1977

Testing Services
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   Testing Clerk .................................... 526-1194
   Fort Hood .......................................... 290-0701

Texas A&M University Central Texas ....... 519-5400

Texas Workforce Commission ............ 526-1779

Textbook Lending/Student Resources .. 526-1357

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Transcript Services
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   CTC Outgoing ...................................... 526-1372

Transition Programs ................................. 287-6518

Vending Hot Line .................................. 526-1544

Veteran Services ................................. 526-1160
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VetSuccess on Campus........ 501-3094/501-3095

Visa/Passport Requests .......................... 526-1128

Web & Digital Manager ........................... 526-1470

Work Orders
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<td>Central Texas College</td>
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<tr>
<td>202 Bastogne Ave.</td>
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<tr>
<td>Fort Campbell, KY 42223</td>
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<tr>
<td>(254) 226-7234</td>
</tr>
<tr>
<td>Beverly Sims, Director</td>
</tr>
<tr>
<td><a href="mailto:Director.Campbell@ctcd.edu">Director.Campbell@ctcd.edu</a></td>
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<tr>
<td>Ft. Knox</td>
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<tr>
<td>Central Texas College</td>
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<tr>
<td>P.O. Box 352</td>
</tr>
<tr>
<td>31 Warehouse St. Bldg. 65 Rm.108</td>
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<tr>
<td>Ft. Knox, KY 40121</td>
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<tr>
<td>(502) 942-1795</td>
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<tr>
<td>Pamela Regester, Director</td>
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<tr>
<td><a href="mailto:Director.Knox@ctcd.edu">Director.Knox@ctcd.edu</a></td>
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<tr>
<td>Ft. Lee</td>
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<tr>
<td>Central Texas College</td>
</tr>
<tr>
<td>700 Quarters Road Bldg. 12400</td>
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<td>Ft. Lee, VA 23801-1811</td>
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<td>(804) 733-9290</td>
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<td>Tracy Uzzell, Director</td>
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<td><a href="mailto:Director.Lee@ctcd.edu">Director.Lee@ctcd.edu</a></td>
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<tr>
<td>Ft. Polk</td>
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<tr>
<td>Central Texas College</td>
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<tr>
<td>7460 Colorado Ave. Bldg. 660, Room 102</td>
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<tr>
<td>Ft. Polk, LA 71459</td>
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<td>(337) 537-5202</td>
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<td>Ashley Prejean, Director</td>
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<tr>
<td><a href="mailto:Director.Polk@ctcd.edu">Director.Polk@ctcd.edu</a></td>
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<tr>
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<tr>
<td>Eagles On Call</td>
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<tr>
<td><a href="mailto:Eagersoncall@ctcd.edu">Eagersoncall@ctcd.edu</a></td>
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<tr>
<td>(254) 526-1296</td>
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<td>(Toll Free) 1-800-792-3348 ext. 1296</td>
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<tr>
<td>Ft. Riley</td>
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<td>Wainwright Hall Custer Ave. Bldg. 211 Ste. 201</td>
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<tr>
<td>(785) 209-3179</td>
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<td>Chad McFall, Director</td>
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<tr>
<td><a href="mailto:Director.Riley@ctcd.edu">Director.Riley@ctcd.edu</a></td>
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</table>

**Office of the Campus Dean:**
- Gary Kindred, Campus Dean, Civ: 011-49-6371-46-83-100, [Gary.Kindred@europe.ctcd.edu](mailto:Gary.Kindred@europe.ctcd.edu)
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**Military Programs:**

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<td>PSC 817, Box 78</td>
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<td>PSC 817 Box 78</td>
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<td>Bldg. 0208 Room 100J</td>
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<td>(254) 526-1750</td>
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<td>Admin. Computer Center (IT Customer Services)</td>
<td>Bldg. 0551 Room 141</td>
<td>(254) 526-1950</td>
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<td>Airport</td>
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<td>(254) 616-3435</td>
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<td>Business Services (Contracting)</td>
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<td>Business Services (Purchasing)</td>
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<td>Records &amp; Registration</td>
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<td>Risk Management</td>
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