Career & Technical Training

Central Texas College Continuing Education

Personal Enrichment

College for Kids

Career & Technical Training

CDL – TRANSPORTAION TRAINING

ALLIED HEALTH PROGRAMS

Veterinary Assistant Training Program

You Rock! Fossils & Jr. Space Academy Camps

Boys & Girls Club STEM Camp

Dance Fitness with Doholla Boheme

Wrenches to Wheels

Water Aerobics for Low Resistance Exercise

Crochet for Beginners
At CTC Continuing Education, we are committed to providing high-quality courses designed to enhance both your career development and personal enrichment. Whether you are seeking to acquire new skills for professional growth or explore interests for personal fulfillment, our diverse range of courses caters to various needs and aspirations.

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Career Development Courses

As the vibrant colors of spring emerge, so do new opportunities for growth and development. We, at CTC Continuing Education are thrilled to welcome you to our Spring 2024 Catalog, filled with exciting prospects for continued education and career advancement. Explore a spectrum of possibilities within our Career Development Courses, where we aim to nurture and guide you towards success. Whether you're looking to enter the healthcare field or seeking a new skill set, we have tailored programs to suit your aspirations.

In a world that is constantly evolving, staying ahead is key. Our team is committed to providing you with a diverse array of courses designed to enhance your skills and open doors to new possibilities.

- THE CTC CE TEAM
Certified Medical Assistant Program

Program Overview:
Embark on a rewarding career in the healthcare field with our Certified Medical Assistant Program. This comprehensive program is designed to equip individuals with the knowledge and skills needed to excel in medical settings. The Certified Medical Assistant Program comprises a series of courses that cover essential aspects of patient care, medical procedures, and healthcare communication.

Courses Included: MDCA 1010, MDCA 1009, MDCA 1052, MDCA 1017, MDCA 1060 (Clinical)

Schedule:
- **Dates:** Starts April 15 2024 M-Th
- **Time:** 6pm-9pm
- **Location:** Central Campus B559

CALL TO REGISTER (254) 526-1586
Electrocardiograph Technician Program (EKG)

Program Overview:
Explore a dynamic career path in healthcare as an Electrocardiogram (EKG) Technician with our comprehensive program. The EKG Technician Program is designed to provide participants with the knowledge and hands-on skills necessary to excel in performing EKG procedures, contributing to critical cardiac diagnostics.

Courses Included: ECRD 1011, ECRD 1091

Schedule:
- **Dates:** January 30 – April 17 T/TH
- **Time:** 5:00pm – 9:00pm
- **Location:** Central Campus Building 559

CALL TO REGISTER (254) 526-1586

“An Electrocardiograph (EKG) Technician is like a heart detective! They use a special machine to create a picture of someone's heart, called an electrocardiogram. It's a bit like taking a “heart selfie!” This helps doctors understand how well the heart is working, and if there are any issues, the EKG tech plays a crucial role in capturing the clues that can lead to a diagnosis. It's a fascinating job that helps ensure hearts stay happy and healthy!”
CPR for Healthcare Providers

Program Overview: In the fast-paced world of healthcare, being equipped with life-saving skills is paramount. Our CPR & First Aid Training for Healthcare Providers is specifically tailored to meet the unique needs of professionals in the healthcare industry. This comprehensive program focuses on essential cardiopulmonary resuscitation (CPR) and first aid techniques, ensuring that healthcare providers are prepared to respond effectively in critical situations.

Course: CEBT 2022

Schedule:

- **Dates:** SATURDAYS, January 20 or February 17 or April 20 or May 18
- **Time:** 8am – 12 pm
- **Location:** Central Campus Building 559
Pharmacy Technician Program

Program Overview: Embark on a fulfilling career in healthcare with our Pharmacy Technician Program. This comprehensive program is designed to provide aspiring individuals with the knowledge and practical skills needed to excel in the dynamic field of pharmacy. Participants will gain a deep understanding of pharmaceutical principles, medication management, and the crucial role of pharmacy technicians in supporting patient care.

Courses Included: PHRA 1001, PHRA 1002, PHRA 1009, PHRA 1013, PHRA 1060 (Clinicals)

Schedule:

• Dates: February 12 – June 4 M/W/F
• Time: 4pm – 8 pm
• Location: Central Campus Building 559
Veterinary Assistant Program

Program Overview: Embark on a fulfilling journey into the world of veterinary care with our hands-on Veterinary Assistant Program. This unique program is designed to provide aspiring individuals with comprehensive training in animal care, medical terminology, clinical skills, and office management. Through an exclusive partnership with our Agriculture Sciences department, students will have the opportunity to work directly with a variety of animals, gaining practical experience in a real-world setting.

Schedule:

- **Dates:** January 9 – July 2
- **Time:** 900am – 1130am T/TH
- **Location:** Central Campus Bldg. 559
CDL Training - ATDS Truck Driving

Program Overview: Central Texas College is proud to collaborate with ATDS Trucking to offer an innovative Commercial Truck Driving Program. This program is designed to provide individuals with the knowledge, skills, and hands-on training necessary to embark on a rewarding career in the trucking industry. The partnership with ATDS Trucking ensures that students receive industry-relevant instruction and real-world experiences from seasoned professionals.

Registration Information:

To Register apply through ATDS at 1001 E. Veteran’s Memorial Blvd. Suite 301-C Killeen, TX 76541

Call (254) 432-7534 for an enrollment interview
Adult Education ELA & GED Courses

Central Texas College Adult Education and Literacy Program

Overview: Adult Education & Literacy (AEL) – your gateway to free services designed for individuals ready to enhance their skills. If you find yourself lacking basic skills, without a secondary school diploma or its recognized equivalent, or seeking to achieve a higher education level, AEL is here for you. We also extend our warm welcome to English language learners eager to explore a path to success.

Registration Information:

To find out more about the wonderful opportunities available, please contact us via email: adult.education@ctcd.edu, by telephone: 254-526-1120 or visit our website:

Why Choose Central Texas College Adult Education?

1. Tailored Support for ESL and GED: Our program is designed to meet the unique needs of English Second Language (ESL) and GED students. Whether you're looking to improve your language skills or achieve your GED, our dedicated team is committed to helping you succeed.

2. Experienced Instructors: Benefit from expert guidance! Our experienced instructors are passionate about teaching and are dedicated to providing a supportive and encouraging learning environment.
3. **Flexible Learning Options:** Life is busy, and we understand that. Our flexible learning options, including both in-person and online classes, allow you to pursue your education in a way that fits your schedule.

4. **Personalized Learning Plans:** Every learner is unique. Our team will work with you to create a personalized learning plan tailored to your goals, ensuring you receive the individualized support needed to thrive.

5. **Empowerment through Education:** Education is a powerful tool that opens doors to new opportunities. By choosing Central Texas College, you're making a choice to empower yourself, enhance your skills, and build a brighter future.
Explore IT Careers
Don’t let a lack of experience hold you back!
With our flexible online training, you can gain the
skills and knowledge needed to earn your
CompTIA certification and jumpstart your career.
Don’t wait any longer to pursue your dreams —
enroll now and take control of your future.

ATTEND ONLINE FROM ANYWHERE. ENROLL TODAY!
For more information on these programs or other certifications, call 1 (844) 292-8641 or email us at enroll@ProTrain.edu or find us online at https://ctod.theknowledgebase.org.
RAIN FOR A NEW CAREER

Prepare for employment in some of today's hottest careers with a comprehensive, affordable, and self-paced online career training program. Start any time and learn at your own pace. Upon successful completion, you will receive a certificate of completion and when applicable, an industry certification exam voucher.

- 3-12 month format
- Materials included
- Prepare for certification
- Student Advisors

Top Programs Include:
- Certified Medical Billing and Coding
- Freight Broker/Agent Training
- Lean Six Sigma Green and Black Belt
- Certified Bookkeeper
- CompTIA A+ with ITIL Foundation
- Certified Supply Chain Professional
- Project Management w/ CAPM/PMP
- Certified Professional Life Coach
- Human Resources Professional
- Certified Clinical Medical Assistant
- NEW IT & Cybersecurity Boot Camps

GAIN JOB SKILLS

Our online short courses are informative, fun, convenient, and highly interactive. Start anytime with self-paced tutorials or choose our instructor-led courses that begin monthly. Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more.

- 6 Week instructor-led
- Expert instructors
- Monthly start sessions
- Self-paced tutorials available

Top Courses Include:
- Speed Spanish
- Microsoft Excel
- Accounting Fundamentals
- Python 3 Programming
- A to Z Grant Writing
- Project Management Fundamentals
- Personal Finance & Investing
- Basic CompTIA A+ Prep
- Handling Medical Emergencies
- SQL Programming
- Certificate in Brain Health

Payment Plans Available

CareerTraining.ed2go.com/ctcd

ed2go.com/ctcd
Water Aerobics with Judy

(recommended for low impact exercise needs)

Overview:

Water aerobics is a fun workout with easy-to-follow exercise routines to improve cardiovascular conditioning. Using the resistance of the water, this class is a total body workout including aerobics, toning and stretching. It can also improve your strength and flexibility leading to better muscular endurance and balance. Bring a towel and wear swimsuits and aqua socks (shoes for water). All students will need to sign a liability waiver before entry. Judy Mills is a certified water aerobics instructor. (Number of meetings may vary)

Schedule:

**Dates:** January 9 – February 13 (Tue) or January 11 – February 15 (Th) or January 12 – February 16 (Fr)

Or February 27 – April 9 (Tue) or February 29 – April 11 (Th) or March 1 – April 19 (Fr)

**Time:** 1000am – 1100am (Tu & Th) 900am – 1000am (Fr)

**Location:** Central Campus CTC Physical Education Center - Pool
Aqua Toning with Kat
(recommended for low impact exercise needs)

Overview:
Safely tone your body in a low-impact environment. Each student will work at their own pace using water weights, kick boards, aerobic exercise, Pilates and yoga with the goal of increasing their endurance level while toning their body. No swimming skills are necessary. Bring a towel and wear a one-piece swimsuit or swim trunks. Previously titled “Aqua Boot Camp with Kat.” All students will need to sign a liability waiver before entry. Kat McDonald has been teaching for 14 years and is an aquatic exercise SCW-certified instructor.

Schedule:

**Dates:** January 17 – February 5 (M/W) or April 10 – April 29 (M/W) or May 6 – May 22 (M/W)

**Time:** 5:45pm – 6:45pm

**Location:** Central Campus CTC Physical Education Center - Pool

Instructor: Kathleen McDonald
Aqua Spin with Kat
(recommended for low impact exercise needs)

Overview:

This aerobic workout tones your legs, buttocks, abdomen, and arms. Class includes a warm-up, 30 to 40 minutes of water cycling, and a cool-down. No swimming skills are necessary but you must be comfortable using a pool noodle or jog belt to suspend your body in water up to six feet deep. Bring a towel and wear a one-piece swimsuit or swim trunks. Water shoes are recommended. Kathleen McDonald has been teaching for 18 years and is an Aquatic Exercise SCW-certified instructor.

Schedule:

Dates: January 19 – February 9 (F) or April 12 – May 3 (F)
Time: 545pm – 645pm
Location: Central Campus CTC Physical Education Center - Pool
Dance Fitness with Doholla Boheme

Overview:

This class offers beginner traditional vintage belly dance with dance fitness. The art of belly dance is an ancient form that combines music and movement. Wear comfortable, form-fitting exercise clothing. Shoes are not necessary but ballet, jazz or similar dance shoes or socks are recommended. Bring water to class to stay hydrated.

Class will combine several forms of dance and fuse them together such as salsa, belly dance, hip-hop and modern. Prior dance experience is not needed.

Schedule:

**Dates:** Starts January 18

**Time:** 5pm - 6pm

**Location:** CTC Gym - Aerobics Room
Salsa for Beginners with Teresa Perdomo
(Recommended as a low impact exercise)

Overview:

Are you ready to spice up your routine and add a dash of excitement to your life? Join our "Intro to Salsa" dance class, specially crafted for the young-at-heart! This vibrant and energetic class is designed with older students in mind, making it the perfect opportunity to discover the joy of salsa dancing in a supportive and inclusive environment.

Schedule:

**Dates:** Starts January 29 - April 29 M

**Time:** 11am - 1230pm or 6pm - 7:30pm

**Location:** CTC Gym - Aerobics Room
Intro to DSLR Photography
(Recommended for Parent/Child Classes)

Overview:

Master the buttons, dials, and switches on your DSLR camera while learning to take beautiful photographs. You’ll discover what all of the controls on your camera are used for and how settings impact your photos, especially if you’ve just gotten your digital camera or have a new one that is confusing. Students must bring a DSLR camera (no compact/point-and-shoot cameras) and its user’s manual. Carroll Hall’s photographs have been published in newspapers and magazines.

Schedule:

**Dates:** TBA
**Time:** TBA
**Location:** Central Campus, Planetarium
Overview:

Natural skin care is more popular than it has ever been and in this course, you will learn the basics of soap's history and how you can create your own for personal use or to sell. Materials for soap-making provided.

Schedule:

**Dates:** (1-day Jan 25 or February 22 Th)

**Week Class:** March 3-7 M-Th

**Time:** 5pm - 8pm

**Location:** Central Campus B559
CROCHET FOR BEGINNERS

CALL 254-526-1586 TODAY TO REGISTER!

FEBRUARY 21-APRIL 10 WEDNESDAYS 6PM-8PM

Limited Seats - $79

CHECK OUR CATALOGUE FOR STUDENT SUPPLY LIST
Crochet Basics for Beginners

(Recommended for Parent/Child Classes)

Overview:

The student will learn how to: crochet in rows using basic crochet stitches (chain, single crochet, double crochet, half double crochet, treble crochet); crochet in the round; read a pattern; finish pieces; block finished work; and assess gauge. The student will need to provide the following: 2 skeins of light-colored acrylic yarn in worsted weight size 4 medium yarn (recommend Hobby Lobby I Love this Yarn or Red Heart Super Saver), Size H and I crochet hooks, ruler, tapestry needle, small pair of scissors.

Schedule:

Dates: Starts February 21 - April 10 W

Time: 530pm - 830pm

Location: Central Campus, B559

This class is for 18+ but students 12+ may register and attend with a registered guardian.
COLLEGE FOR KIDS

Storyboarding with Rose Kleefman

Overview:

Discover the Art of Storytelling: Unleash your imagination as we delve into the fundamentals of storytelling. From crafting compelling characters to designing gripping plotlines, you'll learn the essential elements that transform your ideas into captivating tales.

Schedule:

Dates: February 10, 17 & 24
Time: 10am - 1pm
Location: Central Campus B559 Rm 147
CTC ART CLASSES

Storyboarding Ages: 8– 11
Instructor: Rose Kleefman

Saturday 3/23rd, 3/30th & 4/6th
Register: 254.526.1586

Online Registration Available

10 - 1 PM $59.00
Cont. Education

Unleash your imagination as we delve into the fundamentals of storytelling. From crafting compelling characters to designing gripping plot-lines, you'll learn how to transform your ideas into your own book.

6400 W Central TX EXPWY Killeen
CTC ART CLASS
AGES 3-6 YRS
DRAWING: CEAC-0350 (80637)

2/24/2024 10-1 PM
Cost/ $19
Sensory painting and paper marbling
https://www.ctcd.edu/students/continuing-education/
**Drawing with Rose Kleefman**

**Overview:**

This workshop is not just about learning to draw; it's a colorful exploration of self-expression and artistic discovery. Whether you're sketching, painting, or experimenting with mixed media, this program is your canvas to create and innovate.

Ready to embark on a week of artistic adventure? Secure your spot in the Young Artists Exploration workshop now!

**Schedule:**

**Dates:** February 17 (Ages 7-11) February 24 (Ages 3-6)

**Time:** 2pm - 5pm

**Location:** Central Campus B 559 Rm 147
CENTRAL TEXAS COLLEGE

Art Class For Kids!

Drawing 7-11 Years Old
CEAC-0350(80633)

Saturday 2/17/2024
10 - 1 PM
$19 per child

In this class we will be sketching, creating stencils and marbling paper.

www.ctcd.edu/students/continuing-education
CTC KIDS COLLEGE
ART CLASS

REGISTRATION NOW OPEN! $19 PER TEEN (12-17)
Saturday 2/10 10 -1 pm

DRAWING: CEAC-0350 (80632)
WWW.CTCD.EDU/STUDENTS/CONTINUING-EDUCATION

IN THIS CLASS WE WILL BE STUDYING PAINTING STYLES.
stippling, expressionism, cubism, and abstract. We
will be using pen, brushes, pastels, chalk, and pencil.
Ways to Register

ONLINE REGISTRATION (Payment is due at time of registrations via credit card)

***Students who are using a 3rd-party or voucher to pay for classes must contact the Continuing Education Office to register. Please call (254) 526-1586 or email continue.education@ctcd.edu.

(New Student)

1. Begin by completing the Demographics/Residency form. Once completed, return to this page/tab.
2. Next, visit the Continuing Education Registration page and search for the course you are interested in.
3. Once you select the course(s) you are interested in and click next, the system will prompt you to make a new account.
4. After you register for a new account, a separate email from Eagle Self-Service support containing your username & password will be sent to the email address you provided.
5. Access your email and use your provided email and password to log in and pay for your courses at Eagle Self-Service.

*Check your spam messages if you don't receive confirmation in your email inbox.

(Returning Student)

1. Access the Continuing Education Registration page and sign in (top right of the screen).
2. Search for the course(s) you would like to register for and choose them.
3. Click the next button after you have selected the course(s)
4. Pay for your courses online.

*Check your spam messages if you don't receive confirmation in your email inbox.

Parents Registering Minor Students (College for Kids).

1. Follow the instructions above for registering a new or returning student with the minor student's information. Please list parent info for contact information.
2. *Check your spam messages if you don't receive confirmation in your email inbox.

Once you receive your CTC ID, you will be able to log in at any time to Eagle Self-Service to view courses that your enrolled in.
Financial Aid

ARMY COOL

The Army Credentialing Assistance program provides funding for courses and exams leading to an Industry-recognize academic or vocational credential. Central Texas College offers live-online and in-person credentialing options. 

Find out more about Credentialing Assistance here.

MYCAA

CTC is a proud participant in the MyCAA program and offers a number of high-quality programs to help prepare you for high-growth, in-demand portable career fields.

For specific details about the program, to determine your eligibility and establish your MyCAA account, please visit the official MyCAA website.

CTC INSTALLMENT PAYMENTS

Installment Payment must be arranged directly with the Business Office. CTC accepts installment payments from Texas-based students physically residing in Texas for fall, spring, and summer classes 10+ weeks in length.

- One half of tuition and fees plus the installment plan fee must be paid at the time of registration and before the start of the semester.
- A promissory note must be executed for the remaining balance to be paid with equal payments on due dates established for the semester and class length.
- For classes 15-16 weeks in length, due dates are as follows:
  
  **Fall semester:** October 5 and November 5  
  **Spring semester:** March 5 and April 5  
  **Summer 1 semester:** July 6 and August 10  
  **Summer 2 semester:** August 10 and September 14

- For classes 10-14 weeks in length, due dates are as follows:
  
  **Fall semester:** September 7 and September 28  
  **Spring semester:** February 1 and February 22  
  **Summer 1 semester:** June 15 and July 6  
  **Summer 2 semester:** July 20 and August 10
Financial Aid Cont....

- All financial aid and third-party assistance will be applied to the amount due before the multiple payment plan is offered.
- A nonrefundable fee of $20 will be assessed each semester for use of the plan.
- A late fee of $25 will be assessed on any payment not made before close of business on the due date.
- Finance charges of 18 percent annually will be assessed on any account balance remaining after the final payment due date.
- A student who fails to make full payment of tuition and fees including any incidental fees by the due date may be prohibited from registering for classes until full payment is made. A student who fails to make payment before the end of the semester will be denied credit for the work done that semester until full payment is made.
- In the event of default on the installment plan, CTC has the right to employ a collection agency and/or any other legal means to collect this debt. The student will be required to reimburse CTC the fees of any collection agency which may be based upon a percentage at a maximum of 33% of the debt plus all costs and expenses, including reasonable attorney’s fees that CTC may incur in such collection efforts.
- The installment plan is not available to a student who registers during late registration.

WIOA FUNDING – TEXAS WORKFORCE COMMISSION

Overview: The Workforce Innovation and Opportunity Act (WIOA) helps people who need jobs. WIOA offers states a range of programs and services. These programs help jobseekers get training, education and support. That way, they will do well in the job market. WIOA also helps connect employers with the trained workers they need. This helps them compete in the worldwide economy.

TWC Main Office Phone: 1-800-628-5115

For more information visit their website at: [https://www.twc.texas.gov/programs/wioa](https://www.twc.texas.gov/programs/wioa)

Contact Information

General Inquiries:

- Email: Continue.Education@ctcd.eu
- Phone: (254) 526-1586

Program Administration:

- Community Programs: Jocelyn Larkin
  o Email: jlarkin@ctcd.edu
  o Phone: (254) 526-1690
- (MAIN OFFICE 254-526-1586)
- Program Manager; Career Development:
  o Email: DGarcia3@ctcd.edu
  o Phone: (254) 526-1991