



# FORT CAVAZOS SCHEDULE

[www.ctcd.edu](http://www.ctcd.edu)

## SUMMER 2023

June 05, 2023 – July 28, 2023

CTC Registration: April 17, 2023 – June 04, 2023

ArmyIgnitED Registration: April 17, 2023 – May 29, 2023



### FORT CAVAZOS NEWS FLASH



## Upcoming Fall Term Schedule

FALL I | AUGUST 21, 2023 – OCTOBER 13, 2023

FALL II | OCTOBER 16, 2023 – DECEMBER 8, 2023

### PROGRAM FLEXIBILITY

Earn your degree on your own time. We offer daytime, evening, weekend, and unit classes to help our students reach their educational goals.

*Classes open to all military members and our public communities*



#### CTC Registration Sites

##### Fort Cavazos Campus

Bldg. 3201, 72<sup>nd</sup> St., Fort Cavazos  
Killeen

Records/Registration (254)526-1906  
Business Office (254)526-1919/1918  
Student Services/Advising (254)526-1917  
CTC VA Representative (254)526-1952  
Monday-Friday: 0730-1630

##### Fort Cavazos Hospitality Department

Bldg. 3201 (254)526-1912  
Culinary Arts Center (254)526-1955

##### Central Campus

Bldg.119, Academic Dr.,  
(254)526-7161  
Mon-Thurs:0730-1730  
Fri: 0730-1130

##### Education Services

SDC, Bldg. 33009  
(254)287-4824  
M/T/W/F: 0730-1600 &  
Th: 1200-1600

#### Fort Cavazos Student Resources

**Student Computer Lab** (Bldg. 3200, Rm. 110)  
M-Th 1300-2200/Closed Friday, Weekends & Holidays

**Student Study Area** (Bldg. 3200, Rm. 114)  
M-Th 0730-2200/Closed Friday, Weekends & Holidays

**Testing Center** (Bldg. 3201, Rm. 115) 254-290-0701  
M-Th 0800-1630. Appointment required.

#### ACCESS & SUPPORT

Dedicated staff are available to answer questions and provide assistance:

**Career Services** 254-526-1106 M-Th 0730-1730 F 730-1130

**CTC Bookstore** 254-526-1219 M-Th 0730-1730 F 730-1130

**Eagles on Call** 254-526-1296 M-F 0600-2300

**Financial Aid** 254-526-1508 M-Th 0730-1730 F 730-1130



#### Come Explore Food at its Finest!

Whether you are looking for a career in the hospitality field or just an uplifting experience in improving your home-cooked meals, our campus chefs are excited and ready to assist you in reaching your professional and personal goals. Our hospitality department offers classes daily, early evenings, and Saturdays every semester.

Please contact us at (254) 526-1936/1912 or email [elke.jensen@ctcd.edu](mailto:elke.jensen@ctcd.edu) for additional information.

We are looking forward to hearing from you!

**"Bon Appétit"**

**Classroom Locations: 3200/3201 CTC 72<sup>nd</sup> St. AND Fort Cavazos Culinary Arts Center (CAC), CTC Bldg.335, 31<sup>st</sup> St.**

**If you require assistance or accommodations due to a documented disability, please contact the Disability Support Services Office on Central Campus Bldg. 111, Rm. 207, or call (254) 526-1195**

**FORT CAVAZOS SCHEDULE**
**June 05 – July 28, 2023**
**OBL COURSES**
**(Face to Face Component Required)**
**Holidays: Juneteeth (June 19, 2023) & Independence Day (July 4, 2023)**

Syn#	Course	Number	Sec. #	Course Name	Days	Time	Bldg./Rm	Instructor
<b>COMMUNICATIONS</b>								
73634	SPCH	1315	TH008	Public Speaking	M	1000-1245	3201/124	Walls
<b>HOSPITALITY PROGRAM</b>								
73659	RSTO	1301	TH002	Beverage Management	MW	0900-1145	3201/135	Macaraeg
73660	PSTR	2331	TH002	Advanced Pastry Shop	MTWTH	0859-1159	335/101	Jensen
73661	HAMG*	2388	TH005	Internship-Hosp Admin & Mgmt	MW	1200-1315	335/101	Jensen
73662	CHEF	1310	TH002	Garde Manger	MTWTH	1316-1616	335/101	Macaraeg
73663	TRVM	2301	TH002	Intro Convention/Meet Mgmt	MW	1645-1940	3201/135	Jensen
73664	HAMG	1340	TH002	Hospitality Legal Issues	TTH	1315-1610	3201/135	Jensen
73689	HAMG	1321	TH002	Introduction to Hospitality	MW	1645-1945	335/101	Macaraeg
73668	PSTR	1305	TH003	Breads and Rolls	TH	1700-1900	335/101	Jensen
					F	0900-1300	335/101	Jensen
73670	CHEF	1310	TH003	Garde Manger	F	1700-2200	335/101	Macaraeg
					S	0900-1600	335/101	Macaraeg
<b>SCIENCE</b>								
73797	ENVR	1401	TH608	Environmental Science I	TTH	1701-1900	3200/202	Martin
<b>MATHEMATICS</b>								
73630	MATH*	1332	TH503	Contemporary Mathematics <i>Linked</i>	T/TH	1700-1929	3200/121	Cox
73631	DSMA*	0492	TH503	NCBO Beginning Algebra <i>Linked</i>	M/W	1700-2020	3200/121	Cox
<b>SOCIAL &amp; BEHAVIORAL SCIENCES</b>								
74185	GOVT	2305	TH009	Federal Government	T	1000-1240	3200/105	Temple
74181	GOVT	2306	TH009	Texas Government	M	1000-1240	3200/105	Temple
74187	GOVT*	2305	TH504	Federal Government <i>Linked</i>	M	1645-1910	3200/105	Temple
74189	GOVT*	2306	TH504	Texas Government <i>Linked</i>	W	1645-1910	3200/105	Temple

**Classroom Locations: BLDG.3200/BLDG.3201 CTC 72<sup>nd</sup> St. AND Fort Cavazos Culinary Arts Center (CAC), CTC Bldg.335, 31<sup>st</sup> St.**

\* Course Prerequisite Required

**Bb** College Reenlistment Incentive Program see details on the back page.

**OBL** Online Blended Lecture Course. Details below.

**"Linked" Course (Details on Back Page)**

*ENGL 1301/HIST 1301 must be taken together*

*ENGL 1302/HIST 1302 must be taken together*

*GOVT 2305/GOVT 2306 must be taken together*

**\*\*\*Co-Requisite Math 1332/DSMA 0492 must be taken together**

**\*\*\*Co-Requisite Math 1314/DSMA 0493 must be taken together**

**All courses, regardless of their delivery method, may have an electronic component.**

**Canceled Classes:** A listing of all canceled classes are posted in the lobby of Bldg. 3200 as soon as the determination is made. If your class is canceled, please see Student Records to enroll in a different class or to request a refund.

**Withdrawal & Drop/Add Policy:** For all Active Duty using Army Tuition Assistance and needing to drop/withdraw from a class for any reason, must see an Education Services Counselor. For all others deadline to drop a course using Eagle Self-Service is the Sunday before the term begins. After that deadline to drop/withdraw from a course, students must use eForms and submit to Fort Cavazos Records for processing.

**The last day to withdraw is July 14, 2023.** Failure to follow these procedures may cause you to receive an "F" for non-attendance and be obligated to repay any tuition assistance or financial aid that was received. **Financial Aid and VA students must contact the CTC Financial Aid and/or Veterans Services Departments before registering, withdrawing, or making schedule changes to avoid possible changes in awards/benefits.**

**Tuition:** (Personal check, money order, cash & credit cards accepted)  
\$ 100 Resident In-District (Per semester credit hour (SCH))  
\$ 124 Resident Out-of-District (per SCH)  
\$ 250 Nonresident (per SCH)

**Refund Policy:** Students who officially withdraw from the institution or who reduce their semester credit hour load will have their tuition and mandatory fees refunded according to the following schedule:

On or before	June 05	100%
From	June 6 – June 12	75%
From	June 13 – June 14	25%
From	June 15 – June 28	5%
From	June 29	0%

**Web Registration:** You can register via the web for Fort Cavazos classes.

**Payment is due at the time of registration. Failure to drop courses is the financial responsibility of the student who will incur the cost if not done.**

**Texas Success Initiative (TSI):** Students must meet with an Advisor to determine TSI status before registering for college-level credit courses, unless they are Active Duty Military or TSI exempt. The TSI Assessment is offered for \$25.00 in the CTC Fort Cavazos Testing Center, Bldg. 3201, Rm. 115. Call (254) 526-1917 for info.

**Graduation Deadline, apply via CTC Website or Etrieve:**

Fall	October 1
Spring	February 1
Summer	June 1

**Bacterial Meningitis Requirement:** Proof of Bacterial Meningitis vaccination for students age 21 and under and returning students who have had a break in a fall or spring term. Students taking only online or active duty service members are waived from this requirement.

**ATTENTION VA STUDENTS:** Developmental Courses (DSMA, DSRE, DSWR, DIRW) taken as Distance Learning (Online) or Synchronous Virtual (SVL) are not authorized and will not be payed or certified by the VA. Developmental Courses must be taken as lecture only.

**Online Blended Lecture (OBL & LECE) Courses:** OBL/LECE courses combine face-to-face classwork/lecture with online technologies, enabling the benefits of class interaction and independent work online. Attendance is required for the scheduled face-to-face lecture. Mandatory work online is required for non-class days.

**Linked Courses:** Two courses are linked and taught by the same instructor. Students will enroll in two classes and receive six credits for the courses taught as OBL (Online Blended Lecture) for a total of 96 contact hours.

*Linked ENGL 1301/HIST 1301 must be taken together*  
*Linked ENGL 1302/HIST 1302 must be taken together*  
*Linked GOVT 2305/GOVT 2306 must be taken together*

**Active Duty Military Verification:** All active duty military not using Tuition Assistance and military dependents must submit a Military Verification Form to be eligible for in-state tuition rates.

**College Reenlistment Incentive Program:** Designed for Active Duty Soldiers to attend college courses each day and complete up to 16 semester hours of college credit in 16 weeks. See your education counselor for assistance.

**Registration Process for Active Duty Military via ArmyIgnitED:**

1. Soldiers enrolling at Central Texas College now request TA for future dated courses in ArmyIgnitED.
2. To begin the process, you must be a Central Texas College student (applied for Admissions) and create your Education Path in ArmyIgnitED.
3. Next, once Education Path is approved, register for classes on Eagle Self-Service and request TA for classes in ArmyIgnitED.
4. Print your approved Army Tuition Assistance Request (DA Form 7792-SG) and provide that document to your Academic Institution.
5. If you experience issues, HQ ACCESS has directed that you must first reach out to your assigned Army Education Center/ Office for assistance.

**All Army Policies Apply** – Tuition Assistance (TA) must be approved regarding Army Policies; refer to [AR 621-5](#).

The window to request TA on ArmyIgnitEd is no earlier than 60 **and NO LATER THAN 7** calendar days prior to the first-class day. Your **approved TA must be submitted to the CTC Business Office** either in person or via email at the time of registration. If submitting your TA via email, send it to:

[AccountsreceivableTA@ctcd.edu](mailto:AccountsreceivableTA@ctcd.edu)

Questions call (254) 526-1217/1299

**College Policy:** Although we have made every effort to ensure accurate information in this schedule, we cannot always control errors or omissions. CTC reserves the right to cancel, combine, or divide classes; to change the time, day, or place; or to change instructors without notification and without incurring obligation. Visit Eagle Self-Service for the latest schedule information.

**Public Notice:** Central Texas College does not discriminate in admissions or access to, or treatment or employment in its programs and activities on the basis of race, color, religion, national origin, gender, disability, age, or veteran status. Central Texas College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees and certificates of completion.

**Bookstore:** Bldg. 3201 - Lobby  
June 05-08 Monday, Tuesday, Wednesday, & Thursday  
@ 10AM – 4 PM