



FORT CAVAZOS SCHEDULE

www.ctcd.edu

FALL II 2023

October 16, 2023 – December 08, 2023

CTC Registration: June 05 – October 20, 2023

ArmyIgnitED Registration: August 16, 2023 – October 09, 2023



SPRING I 2024: JANUARY 16 - MARCH 08

SPRING II 2024: MARCH 18 - MAY 10

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, 72nd St., Fort Cavazos
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., Killeen
(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 for additional information.

We are looking forward to hearing from you!

"Bon Appétit"

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

October 16, 2023 – December 08, 2023

OBL COURSES

(Face to Face Component Required)

Holidays: Veterans Day (November 10), Thanksgiving (November 23)

Syn#	Course	Number	Sec. #	Course Name	Days	Time	Bldg./Rm	Instructor
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COMMUNICATIONS

77595	ENGL	1301	TH003	Composition I	M	1630-1850	3200/202	Duke
75726	SPCH	1315	TH004	Public Speaking	T	1300-1540	3200/124	Walls

COMPUTER INFORMATION TECHNOLOGY & SYSTEMS

77597	COSC	1301	TH002	Introduction to Computing	M/W	1800-1930	3200/109	Campbell
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HOSPITALITY PROGRAM

75646	HAMG	2332	TH001	Hospitality Financial Mgmt	T/TH	1700-1930	3201/135	Murgia
75665	HAMG	2301	TH001	Prin of Food & Beverage Oper	M/W	0900-1200	3201/135	Macaraeg
75666	PSTR	1306	TH001	Cake Decorating I	M/T/W/TH	0900-1200	335/101	Jensen
75667	HAMG	2388	TH002	Internship-Hosp Admin & Mgmt	M/W	1200-1315	335/101	Macaraeg
75668	RSTO	1204	TH001	Dining Room Service	M/W	1315-1615	3201/135	Jensen
75669	CHEF	1302	TH001	Principles of Healthy Cuisine	M/T/W/TH	1315-1615	335/101	Macaraeg
75670	CHEF	1341	TH001	American Regional Cuisine	M/W	1700-2300	335/101	Macaraeg
75671	RSTO	1321	TH001	Menu Management	T/TH	0900-1200	3201/135	Macaraeg
75672	HAMG	2337	TH001	Hospitality Facilities Mgmt	T/TH	1315-1615	3201/135	Jensen
75673	PSTR	1305	TH001	Breads and Rolls	TH	1630-2030	335/101	Jensen
					F	0900-1700	335/101	Jensen
75674	CHEF	1341	TH002	American Regional Cuisine	F	1700-2100	335/101	Macaraeg
					S	0900-1700	335/101	Macaraeg

SCIENCE

75707	ENVR	1401	TH603	Environmental Science I	T/TH	1730-2000	3200/202	Martin
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v SOCIAL & BEHAVIORAL SCIENCES

75704	ECON	2302	TH002	Principles of Microeconomics	T/TH	1645-1800	3200/204	Pretzsch
75990	GOVT	2305	TH003	Federal Government	M	1300-1540	3200/105	Temple
75702	PSYC	2314	TH002	Life Span Growth & Development	M/W	1645-1800	3200/210	Marion

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

- *** Course Prerequisite Required
- xx** Petition Exist/Needs Instructor Approval
- Bb** College Reenlistment Incentive Program see details on the back page.
- OBL** Online Blended Lecture Course. Details below.

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

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

"Linked" Course (Details on Back Page)

GOVT 2305/GOVT 2306 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 November 27, 2023 for classes that start from **October 16, 2023 to December 08, 2023** and **November 17, 2023** for classes that start from **October 13, 2023 – December 03, 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)
\$ 105 Resident In-District (Per semester credit hour (SCH))
\$ 130 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	October 13, 2023	100%
From	October 14 – October 25	75%
From	October 26 – October 27	25%
From	October 28 -November 16	5%
Thereafter	November 17	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 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

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
October 16-19 Monday, Tuesday, Wednesday, & Thursday
@ 10AM – 4 PM