



# FORT CAVAZOS SCHEDULE

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

## SPRING I 2025

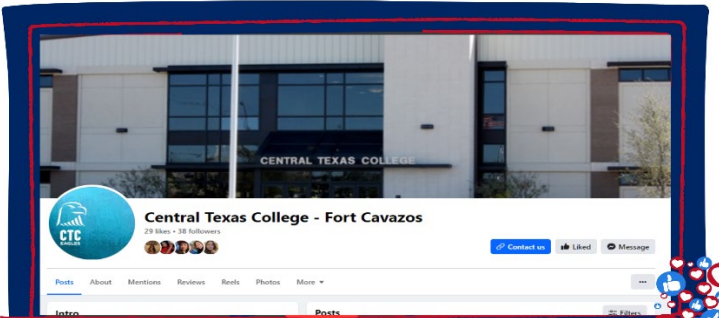
January 13, 2025 – March 07, 2025

CTC Registration: October 28, 2024 – January 17, 2025


ArmyIgnitED Registration: November 14, 2024 – January 6, 2025



### FORT CAVAZOS NEWS FLASH



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**Upcoming Spring Term Schedule**

SPRING II 2025: 03/10/2025 – 05/09/2025

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

##### Fort Cavazos Hospitality Department

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

##### Central Campus

Bldg.209, 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) 254-423-4540  
 M-Th 0800-1630. Appointment required.

#### ACCESS & SUPPORT

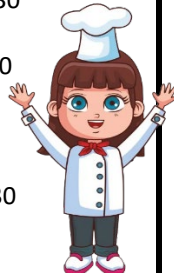
Dedicated staff are available to answer questions and provide assistance:

**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) 526-1912 or email [aurora.macaraeg@ctcd.edu](mailto:aurora.macaraeg@ctcd.edu) for additional information. We are looking forward to hearing from you!

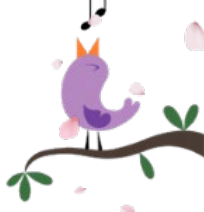
**“Bon Appétit”**

**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. 209, Rm. 207, or call (254) 526-1195**



## FORT CAVAZOS SCHEDULE

**January 13, 2025 – March 07, 2025**



### OBL COURSES (Face to Face Component Required)

**Holidays: January 20 (Martin Luther's King), February 17 (President's Day)**

Syn#	Course	Number	Sec. #	Course Name	Days	Time	Bldg./Rm	Instructor
<b>BUSINESS ADMINISTRATION / BUSINESS MANAGEMENT</b>								
87007	ACCT	2301	TH002	Principles of Financial Acct.	MW	1800-1915	3200/215	Lockett
87003	HRPO	1311	TH001	Human Relations	TTH	1730-1845	3200/210	Haire

<b>COMMUNICATIONS</b>								
87001	ENGL	1301	TH005	Composition I	M	1600-1820	3200/218	Duke
86993	SPAN	1411	TH003	Beginning Spanish I	MW	1800-2100	3200/120	Brashear

<b>COMPUTER INFORMATION TECHNOLOGY &amp; SYSTEMS</b>								
86995	BCIS	1305	TH002	Business Computer Applications	TTH	1800-1930	3200/109	Campbell

<b>HOSPITALITY PROGRAM</b>								
86870	RSTO	1321	TH001	Menu Management	MW	0900-1130	3201/135	Macaraeg
86880	PSTR	1305	TH001	Breads and Rolls	MTWTH	0900-1200	335/101	Jensen
86886	CHEF	1302	TH001	Principles of Healthy Cuisine	MTWTH	1300-1600	335/101	Macaraeg
86889	CHEF	1302	TH002	Principles of Healthy Cuisine	MT	1700-2300	335/101	Macaraeg
86894	TRVM	2301	TH002	Intro Convention/Meet Mgmt	MW	1300-1530	3201/135	Jensen
86895	HAMG	1342	TH001	Guest Room Management	T	1300-1530	3201/135	Jensen
86896	CHEF	1345	TH001	International Cuisine	W	1700-2300	335/101A	Jensen
					TH	1300-1900	335/101A	Jensen
86897	RSTO	1321	TH002	Menu Management	W	1700-2200	3201/135	Macaraeg
86898	HAMG	1313	TH001	Front Office Management	TTH	1700-1930	3201/136	Murgia
86899	HAMG	2388 <sup>xx</sup>	TH003	Internship-Hosp Admin & Mgmt	W	1700-1900	3201/136	Murgia
86901	CHEF	1345	TH002	International Cuisine	TH	1900-2300	335/101	Jensen
					F	0900-1700	335/101	Jensen
86902	PSTR	2350	TH001	Wedding Cakes	F	1700-2100	335/101	Macaraeg
					S	0900-1700	335/101	Macaraeg

<b>MATHEMATICS</b>								
86996	MATH	1314	TH002	College Algebra	TTH	1900-2030	3200/121	Cox

<b>SOCIAL &amp; BEHAVIORAL SCIENCES</b>								
87148	GOVT	2305	TH502	Federal Government <i>Linked</i>	M	1645-1910	3200/105	Temple
87151	GOVT	2306	TH502	Texas Government <i>Linked</i>	W	1645-1910	3200/105	Temple
87008	PSYC	2301	TH003	General Psychology	MW	1645-1800	3200/124	Marion

**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.

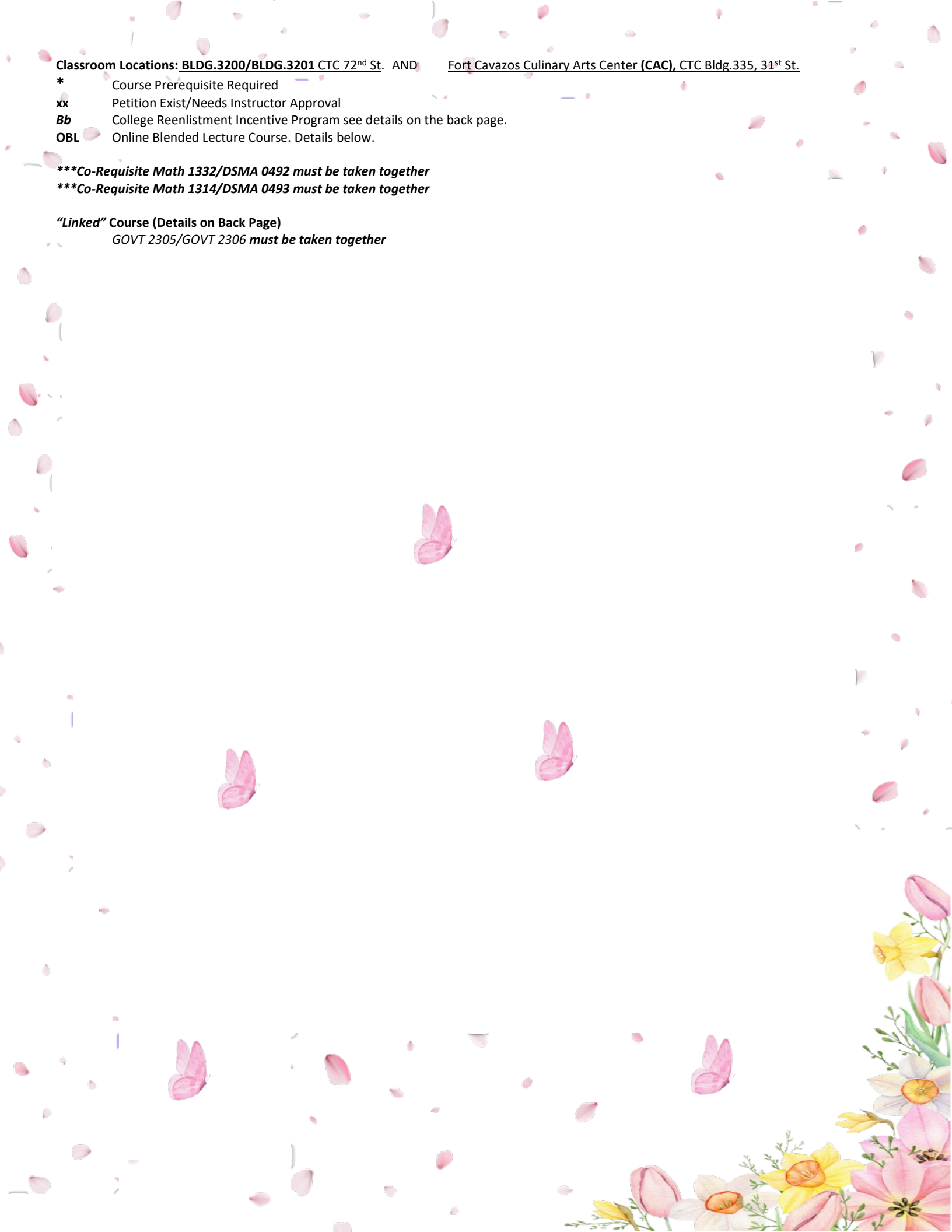
- \*** Course Prerequisite Required
- xx** Petition Exist/Needs Instructor Approval
- Bb** College Reenlistment Incentive Program see details on the back page.
- OBL** Online Blended Lecture Course. Details below.

**\*\*\*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 February 21, 2025.** 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)  
\$ 125 Resident In-District (Per semester credit hour (SCH))  
\$ 163 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	January 12	100%
From	January 13 – January 20	75%
From	January 21 – January 22	25%
From	January 23 – February 05	5%
Thereafter	February 06	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](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:** To be Announce