Fayetteville Technical Community College Student Support Services

		Main Campus	Spring Lake	Fort Bragg	Horticulture Center	Online
Admissions		✓	✓	✓		✓
Advising 101		✓	✓	✓	✓	✓
Assessment						✓
Basic Skills		✓	✓	✓		✓
Basic Skills Education Program				✓		
Bookstore		✓	✓			✓
Career Center		✓				✓
College Connections		✓				✓
Continuing Education		✓	✓	✓		✓
Counseling Services		✓	✓			✓
Distance Education		✓	✓	✓		✓
Financial Aid		✓				✓
Library		✓	✓	✓		✓
Military Spouse Programs		✓	✓	✓		✓
Academic Placement Testing		✓	✓	✓		✓
Registration		✓	✓	✓		✓
Special Populations		✓				✓
Student Resources		✓				✓
Success Center		✓				✓
Teacher Renewal		✓				✓
Veterans Services		✓		✓		✓

Services not available at off-campus locations are accessible online via The College Website.

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FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

GETTING STARTED

Welcome to Fayetteville Technical Community College (FTCC). We are pleased that you are considering FTCC to obtain your educational goals. Whether you are a new student or a returning student, our mission is to assist you with answers to your questions and help to get you started. The general admissions process is four (4) easy steps.

1. Application
All students are required to submit an FTCC application prior to registration. High School students may also submit an application through College Foundation of North Carolina (CFNC.) High School students interested in taking college classes while still in high school may go to the College Connections site for more information. If you have previously attended, you will need to submit an application to reactivate your file. You may submit it online or you may submit a paper copy. To avoid delays, complete every section and answer all questions. If you prefer to print and mail an application, click here.

2. Submit Transcripts (high school, GED, college and/or university)
Applicants for curriculum programs are required to submit official transcripts. Contact your high school (or GED institution) and request that they send an official transcript to the Admissions Office. Contact all colleges where you have attended and request that they send an official transcript(s) to the Admissions Office. You must also submit your DD214, AARTS, and college credit test scores (e.g. CLEP), if applicable. You may use the Transcript Request Form to request your transcripts. FTCC address is listed on the form. **NOTE: ALL OFFICIAL TRANSCRIPTS MUST BE IN A SEALED INSTITUTIONAL ENVELOPE.**

3. Placement Entry Assessment
Call the Testing Office at 910-678-8417 to schedule an appointment for the Placement Entry Assessment-Accuplacer or go to http://www.faytechcc.edu/testing. Appointments are also available at the Spring Lake Campus and the Fort Bragg Campus (910) 678-1050. The Accuplacer will assess your skills on reading comprehension, sentence skills, arithmetic, and algebra. The results will be used to place you in the appropriate courses. Study guides are available online.

4. Student Educational Plan (SEP)
Meet with a counselor to choose your program of study and receive an Student Educational Plan (SEP). Counseling Services is available on Main Campus, Spring Lake, and Fort Bragg. If you need assistance choosing a career, take advantage of the services in the Career Center on Main Campus.

There are additional admissions requirements for some programs such as Health Programs. See the information under Health Programs.

Admissions: 910-678-8473
Vincent Castano Ed.D, Director of Admissions
David Sucheski, Assistant Director of Admissions
Marie Callender, Senior Secretary to Director of Admissions

Office Hours
Monday to Thursday 8 a. m. to 7 p.m. during class hours
Monday to Thursday 8 a. m. to 6 p.m. during school breaks
Friday 8 a.m. to 5 p.m.

This page is maintained by Marie Callender: callendm@faytechcc.edu Revised: January 20, 2010

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Where Do I?

SDC = Student Development Center (Main Campus)
SLC = Spring Lake Campus

Obtain a Student ID Card
SDC Room 25 678-8420
SLC 678-1000
Update Annually
1. Present Tuition/Payment Receipt
2. Present Picture ID

Obtain a Parking Decal
SDC Room 132-A 678-8585
SLC 678-1000
Update annually
1. Present Vehicle Registration Card
2. Valid Student ID
3. Proof of Handicap (optional)
4. Fill out Parking Permit Request

Obtain Special Populations Info
SDC Room 143 678-8479
Apply Semester by Semester
- Present Documentation of Disability

Obtain Career Center Info
SDC Room 113 678-8205
- Optional

Apply for Residency Appeal
SDC Room 118 678-8274
1. Complete Residency Appeal Form
2. Present Required Documentation

Receive a Student Education Plan
SDC Counseling Lobby 678-8419
SLC 678-1000
- Complete the Admissions Process

Apply for Financial Aid
SDC Room 126A 678-0040
SLC 678-1000
Update Annually
- Complete Financial Aid application

Apply for Veteran's Assistance
SDC Room 119C 678-8296
Update Annually
1. Present Student Education Plan
2. Present DD214
3. Complete VA application

Change Name/Address/Phone #
SDC Room 114C 678-8278
1. Complete Student Data Change Form
2. Present Student ID or Social Security Card
3. Present two forms of Picture ID

Apply for Childcare Assistance
SDC Room 142 678-8486
Apply Annually
1. Present Student Education Plan
2. Be eligible for Financial Aid

Register for Class
SDC, SLC, Online, Advisors Office
Apply Semester by Semester
- Bring Student Education Plan (SEP)

Drop a Class
SDC Room 114C 678-8591
1. Complete Drop Form
2. Get Instructor's initials

Apply for a Refund
SDC Room 114C 678-8262
1. Complete Drop Class Form
2. Complete Request Refund Form

Apply for a Health Program
SDC Counseling Lobby 678-8419
SLC 678-1000
- Fill out Express Health Application Form (All applications due by Jan. 30).

Apply for Co-Op
SDC Room 112A 678-8268
Semester by Semester
1. Must be in a designated Co-op curriculum
2. Must have completed 12 Major hours
3. Must have GPA 2.0 or higher
4. Ask if current job may quality

Apply for Graduation
SDC Room 25 678-8420
Semester before Graduation
1. Complete Graduation Application
2. See Advisor for approval
3. Pay at Business Office

Obtain a Transcript
SDC Room 114C 678-8416
1. Fill out Transcript Request Form
2. Present Picture ID

Obtain EarmyU, CTAM, SOCAD information
- FTCC Ft. Bragg MOS Center (910) 678-1050

Graduation
Does Not Just Happen...

Know Your Reponsibilities

1. Complete the Admissions Process
   a. Admissions Application
   b. Send for all Official Transcripts
   c. Take Entrance Assessment
2. See a Counselor
   a. seek career guidance
   b. develop a Student Education Plan
3. Apply for Financial Aid or Veteran's Aid (optional)
4. Apply for Special Populations (optional)
5. See Your Advisor (Each Semester)
6. Register for Classes (Semester by Semester)
7. Obtain Student ID (Annually)
8. Obtain Parking Sticker (Annually)
9. Apply for Co-op (optional)
10. Apply for Health Programs (optional)
11. Apply for Graduation (Semester before Graduation)

Advising 101

Inside this Issue:

18 Tips That Lead to Student Success

Where Do I?

Graduation Does Not Just Happen, Know Your Responsibilities

Fayetteville Technical Community College

www.faytechcc.edu

18 Tips

That Lead to Student Success

1. Attend all orientation sessions.

There are many types of orientations throughout the year. Among those are:

- Beginning of the semester orientation
- Blackboard Orientation for online students
- Health Program's Orientation
- Financial Aid Orientation

Reasons to attend Orientation include

- Review rules and procedures of the college
- Develop relationships with staff, faculty and other students

2. Follow your Student Education Plan (SEP)

Students take courses at FTCC for a number of reasons. Among those reasons are

- Personal growth
- Professional growth
- Job or educational requirements***

FTCC requires that you meet any prerequisites needed for the course that you want to take. A test score or transcript can be used to verify the prerequisite.

If your goal is to obtain a degree, you must have a current, approved Student Education Plan (SEP).

- A SEP details the courses that you will need to complete a degree.
- See a Counselor to plan your SEP.

Your SEP remains current until graduation unless:

- **You change academic programs**
- **You miss a Fall or Spring semester**

In these circumstances you must see a Counselor.

***** Have your transfer institution or your employer review the course description to determine that the course you plan to take actually meets the requirements.**

3. See your Advisor each semester.

A Departmental Advisor has the most up-to-date information about your program area. Consultation with one of these advisors will give you the pertinent information that you need for success throughout your stay at FTCC.

4. Take ACA 111 in your first semester.

Take ACA 111 early in your educational journey to reap the full benefits of the course.

- Graduation requires the ACA course

5. Register only for those courses that are on the Student Education Plan.

Taking the courses on your education plan are the quickest and surest way of obtaining your degree in a timely manner. If you take courses that are not on your SEP, you may find one of the following happening:

- Veterans Aid or Financial Aid may be affected
- You may not graduate on time.
- You may add extra and unnecessary hours to your degree.

6. Finish all remedial courses prior to taking courses in your curriculum.

Failure to take remedial courses that you have tested into may result in academic and monetary complications.

- 75% of the students on academic suspension failed to take their remedial courses before curriculum courses.
- Skipping remedial courses may negatively affect Financial and Veteran's Aid

7. Check for prerequisite sequences in your curriculum.

- Once you are approved into a curriculum, one of the first things you should do is look at each course in that curriculum to determine
- Which courses have prerequisites
- When each pre-requisite and required course in your curriculum is typically offered: ie. Fall semester, Spring semester or Summer semester.

Failure to plan out your course work may delay your graduation by one year or longer.

8. Don't overload your schedule with more hours than you can handle.

Consider these things to determine your course load each semester

- A typical full-time load is 12-18 semester hours.
- Work, family, and social obligations are time consuming
- Taking hard courses with a reduced load makes sense.
- Financial Aid and Veteran's Aid requirements should be considered.

9. Take care of all registration flags prior to registration.

All types of registration "flags" can prevent you from registering. They include such things as:

- parking fines
- library fines
- academic suspension
- course repeat,
- financial aid repayment
- and many others.

If you are aware of any of these problems, please take care of them or you will not be able to register.

10. Bring your working schedule and SEP when you go to registration.

Registration can be a lengthy and painful process if you are not prepared. Take time before you register to study the current semester's course offerings in light of what your SEP requirements. See your Advisor for assistance.

11. Remember Financial Aid time requirements for degree completion.

Once you are approved into a curriculum at FTCC the clock starts ticking on your financial aid eligibility. Consult with your Financial Aid Advisor and know the degree completion requirements.

12. Be familiar with the Drop/Add policy.

Review the Student Catalog concerning drop/add regulations. **There are several things to consider when dropping a class to include possible financial penalty and grade average penalty. Know the rules.** You can find these rules in your Student Handbook or College Catalog.

13. Avoid long Registration Lines

With the technology power of Star, you can register early and avoid long lines. Your Advisor can also register you.

14. Go to the Admissions Office and request a copy of the College Catalog and Student Handbook.

The Catalog contains all the official policies and procedures of FTCC plus an Academic Calendar. You may also access the Catalog via FTCC's Website. In case of conflicting information, the Website catalog serves as the most up-to-date source of information.

http://www.faytechcc.edu/ftcccatalog/

See Your Academic Advisor each semester to ensure your Academic success!

15. Enroll in and make use of the resources in the Success Center.

The Success Center at Fayetteville Technical Community College is primarily designed to provide individualized assistance to students enrolled in any of the College's college curriculum or developmental studies courses. Success Center services include:

- Individualized, supplemental instruction
- Small Group Instruction Rooms
- Course-specific computer software
- Audiovisual aids
- Printed materials such as instructor-developed "study sheets."

The Success Center is available free of charge. The student must bring a current, valid FTCC Curriculum Student ID Card to enroll and to use the Center's resources.

16. Be aware of each semester's critical dates. You will find the most current listing of these dates at this website:

http://www.faytechcc.edu/ADM/Calendar/AcademicCalendar.htm

Other dates to consider include:

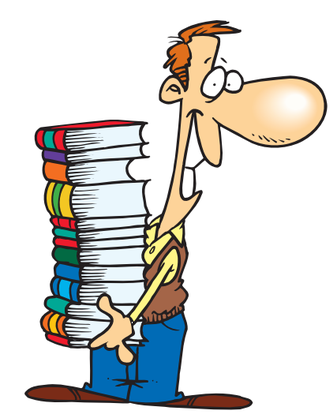
- Applying for Health Programs Deadline (Jan. 30)
- Applying for Fall Pell Grant Deadline (See Financial Aid advisor)
- Applying for Spring Pell Grant Deadline (See Financial Aid advisor)

17. All Active Duty Military and Veterans should visit the FTCC Ft. Bragg Center for the latest information on SOCAD, eArmyU, and CTAM offerings.

http://www.GoArmyed.com

18. Carry your student ID with you at all times and be prepared to show it.

You will need to have your card to access many campus services such as the Open Computer Lab, Library services, Gym services and Success Center services.



ASSESSMENT

Core Competencies
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What is assessment?

Assessment is an on-going process that helps focus our collective attention, examine our assumptions, and create a shared academic culture dedicated to improving the quality of education. It provides concrete information that is used to make improvements in our processes and products, and it documents the impact of those improvements. Fayetteville Technical Community College is committed to creating and supporting a culture of assessment.

How does assessment work at FTCC?

All areas of the College are categorized as either an Academic or a Support Unit for assessment purposes. The assessment cycle runs from July 1 to June 30 (see Assessment Timeline). At the beginning of each assessment cycle, each unit develops a minimum of three outcomes and devises a strategy for assessing them. Achievement targets are set to determine what success "looks like". Over the course of the cycle, the assessment strategies are implemented and findings are reported. For achievement targets that are not met, an action plan is filed to address the deficiencies. An analysis of the overall process is conducted with results used to affect improvements in the next cycle.

How is assessment managed?

The College uses WEAVEonline as its assessment management system. Each academic or support unit has an assigned Ambassador of Assessment to provide guidance and support throughout the process. Within each unit, an assessment coordinator has been designated to work with the unit members and the assigned Ambassador. To view the ambassador listings, click either Ambasssdors for Academic Units or Ambasadors for Support Units.

Check out Assessment FAQs to learn more. The menu options on the left will provide additional details about how assessment works at FTCC

Upcoming Events: *Academic Units should be loading their Advisory Committee meeting minutes from the November meeting into WEAVEonline. For assistance, consult your Ambassador of Assessment or view Placing Advisory Committee minutes into WEAVEonline. This should be completed by Jan 31.*

This page is maintained by Beverly Hall: hallb@faytechcc.edu

Revised: December 1, 2009.

Basic Skills Education
Basic Skills Student Handbook
Business and Industry
Business Services
Current Class Schedules
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Industry Services
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BASIC SKILLS EDUCATION

The Basic Skills Program (BSP) includes Adult Basic Education (ABE), Adult High School (AHS), Compensatory Education Development (CED), English as a Second Language (ESL), General Educational Development (GED), Human Resources Development (HRD), Workforce Preparedness, and Basic Skills Student Services. Classes are divided into structured Basic Skills classes and open entry/exit classes. All classes are offered free-of-charge. There is a nominal charge for the official GED Test, and for the AHS and GED Graduation.

Adult Basic Education (ABE)
Adult Basic Education (ABE) is a program of instruction designed for adults who lack competence in reading, writing, speaking, problem solving, or computation at a level necessary to function in society, on a job or in the family. ABE is a dynamic outreach program using a variety of traditional and non-traditional approaches to helping adults learn and succeed. Students have the opportunity to improve their academic skills, including skills that are needed for success upon entering the world of work.

Adult High School Diploma (AHS)
The Adult High School Diploma Program is a course of study in which adult students can earn a high school diploma by completing required and elective courses. Students must be 18 or older, although students who are 16 or 17 may enroll under special circumstances. To earn an Adult High School Diploma, a student must satisfactorily complete a total of 22 specific course units (15 core courses and 7 electives). The student must also pass the North Carolina Competency Tests in Reading, Math, and Computer Skills Tests.

Each of the subjects listed below offers a concentrated study in accordance with the North Carolina Standard Course of Study. Following assessment and evaluation of student academic transcripts, students are informed as to the number of courses needed to complete requirements for their Adult High School Diploma.

Fayetteville Technical Community College issues the AHS Diploma in cooperation with the Cumberland County Board of Education. A graduation ceremony will be held once each year and a graduation fee of $35.00 will be charged. (Fees subject to change.)

A qualified instructor who possesses at least a four-year degree teaches each course. The instructor uses modern classroom techniques, which include current textbooks, audiovisual aids, community resources, computer-assisted learning, and a variety of other teaching methods.

Core Courses

1. English I: Grammar
2. English II: World Literature
3. English III: American Literature
4. English IV: British Literature
5. Pre-Algebra, General Math III or Consumer Math
6. Algebra I
7. Geometry of Algebra II
8. Biology
9. Earth Science or Chemistry
10. Physical Science
11. World History
12. Economics, Law & Politics
13. United States History
14. Health
15. Computer Skills

Elective Courses

1. Computer Applications I
2. Computer Applications II
3. Computer Skills
4. Criminal Justice
5. Food and Nutrition
6. Keyboarding
7. Parenting
8. Psychology
9. Spanish I
10. Spanish II
11. Study Skills
12. Sociology
13. Workplace Readiness
14. Workplace Internship I
15. Workplace Internship II
16. Math Refresher

Basic Skills Education Program (BSEP) Classes
BSEP is a program on Ft. Bragg geared toward meeting the needs of military students. It is the commanders' primary on-duty education program. It is a teacher-facilitated program with computer programs for learning enhancement. The purposes of BSEP are to promote retention, increase re-enlistment options, and improve job performance. Since BSEP is a refresher course in English, mathematics, and reading, many soldiers take it to help raise their GT score on the Armed Forces Classification Test (AFCT).

Basic Skills Resource Center/Open Lab
The Basic Skills Resource Center/Open Lab offers individualized instruction and study opportunities, including employment readiness and advancement training, in all areas of Basic Skills Education. Computer-assisted instruction, along with a variety of other materials, allows students to learn at their own pace to reach their goals.

Basic Skills Student Services
Basic Skills Student Services provides assessment, orientation, placement, and counseling services to students enrolled in any of the programs of Basic Skills Education. Literacy Education Information System (LEIS)/Datatel data management and student records and registration are coordinated through Student Services, as are marketing programs and recruiting new students.

Compensatory Education (CED)
Compensatory Education (CED) is designed to provide remedial academics to adults who have been diagnosed as being delayed learners and who can provide documentation of mental retardation. The program includes task-analyzed lessons in language arts, math, social sciences, consumer education, health, and community living skills.

Correctional Facility Classes
In partnership with the Cumberland County Sheriff's Department, FTCC operates Basic Skills classes for inmates in the Cumberland County Detention Center (CCDC). Classes are offered thirty-five hours per week with two adult male classes, one juvenile male class, and one combined adult and juvenile female class. FTCC also offers classes in the Day Reporting Center for individuals who have been placed on probation or are on parole.

Distance Learning Classes
Students who have internet access can register and take ABE, GED, or AHS classes offered through the Basic Skills Portal. The students must complete specific lessons each week and the instructor ensures that each student is satisfactorily completing any online exercises.

Basic Skills students can also participate in the ABE or GED or Correspondence program. Students in this area receive textbooks to work in at home. They have assignments that must be completed and mailed or delivered to the correspondence instructor within a specific time frame. The instructor checks the homework and provides feedback.

English as a Second Language (ESL)
English as a Second Language (ESL) classes are designed for adults who are not native English speakers. Because individual needs vary considerably, instruction in reading, writing, speaking, and listening is tailored to meet individual needs. Prospective students take the CASAS test and are placed into one of six distinct levels. Foundation work skills and survival skills are taught alongside the academic skills needed to succeed in the United States.

Family Literacy Classes
Adults who participate in family literacy often pursue educational and job-related goals, such as earning a high school diploma or GED, learning English, and gaining computer skills. They also have opportunities to learn how to create a learning environment at home, regardless of their current literacy level. Children receive age-appropriate instruction that prepares them for school and starts them on a path of lifelong learning. FTCC offers a Family Literacy class at Young Howard Elementary School.

General Education Development (GED) Program
General Education Development (GED) courses are designed for adults who have not received a high school diploma. Courses prepare students for the five tests in Language Arts Writing, Social Studies, Science, Language Arts Reading, and Mathematics. The GED Diploma is issued by the GED Testing Service (GEDTS) of the American Council on Education and by the North Carolina Community College System. The GED battery of tests is developed by GEDTS and the same tests are given in all fifty states. Students pay a one-time fee of $7.50 to take the GED Test.

Human Resources Development (HRD) Program
Human Resources Development (HRD) programs train unemployed and under-employed persons by providing classes aimed at educating students in job seeking skills, job search techniques and job retention and advancement strategies. Each class addresses the six core components required by state mandates; assessment, positive self-concept, employability skills, communication skills, problem-solving skills and the awareness of the impact of information technology in the workplace.

Workforce Basic Skills
Workforce Basic Skills classes are the result of partnerships between FTCC and local businesses and industries in Cumberland County. Basic Skills, as well as specific job related employability skills, are taught to employees on the job site or at a FTCC location. Whether working toward a high school equivalency diploma or improvement in specific work skills, the result of the program is a more capable, confident, and efficient employee. The focus of this program is improving skills that will lead to enhanced competitiveness for business and industry. English as a second language is a growing supplement to this program.

Workforce Preparedness Center
The Workforce Preparedness Center, located in the Center for Continuing Education, is designated to serve adults who plan to re-enter the workforce, who want to prepare for and pass employment tests, or who want to improve their basic work skills. Students may work to improve their reading, business writing, mathematics, problem solving, and critical thinking skills, as well as learn to work as part of a team.

Free, self-paced computer-assisted instruction is available to students enrolled in the Workforce Preparedness Center.

For more information:
By E-mail
heffneyc@faytechcc.edu
Phone: 678-8289/8481/8353

This page is maintained by Roger Britt: brittr@faytechcc.edu Revised: May 1, 2009.

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FORT BRAGG CENTER BSEP

Basic Skills Education Program (BSEP)

Phone: (910) 396-6982/2351
Location: Building 2-1728, Armistead Street, Fort Bragg
Hours: 8:00 a.m. - 5:00 p.m. Monday-Friday

BSEP (formerly known as FAST) is the commanders' primary on-duty education program. The purposes of BSEP are to promote retention, increase re-enlistment options, and improve job performance. Since BSEP is a refresher course in both math and English, many soldiers take it to help them raise their GT scores when retesting on the Armed Forces Classification Test (AFCT). BSEP is a teacher-facilitated program with computer lessons for learning enhancement.
To Enroll:

1. Get a BSEP enrollment form from the Education Center in the eArmyU building (corner of Reilly and Macomb). Have your commander sign the form.
2. Bring your signed enrollment form on the first day of class. No one will be accepted into the class after the first day of the cycle. Please call 396-2351 if you have any questions.

Course Schedule

Class Dates*	Time	Class Number
1 Feb - 26 Feb 2010	0900-1300	BSP1005A
1 Feb - 26 Feb 2010	1300-1700	BSP1005B
1 Mar - 31 Mar 2010	0900-1300	BSP1006A
1 Mar - 31 Mar 2010	1300-1700	BSP1006B
1 Apr - 30 Apr 2010	0900-1300	BSP1007A
1 Apr - 30 Apr 2010	1300-1700	BSP1007B
3 May - 27 May 2010	0900-1300	BSP1008A
3 May - 27 May 2010	1300-1700	BSP1008B
1 Jun - 25 Jun 2010	0900-1300	BSP1009A
1 Jun - 25 Jun 2010	1300-1700	BSP1009B
6 Jul - 30 Jul 2010	0900-1300	BSP1010A
6 Jul - 30 Jul 2010	1300-1700	BSP1010B
2 Aug - 31 Aug 2010	0900-1300	BSP1011A
2 Aug - 31 Aug 2010	1300-1700	BSP1011B
1 Sep - 30 Sep 2010	0900-1300	BSP1012A
1 Sep - 30 Sep 2010	1300-1700	BSP1012B
1 Oct - 29 Oct 2010	0900-1300	BSP1101A
1 Oct - 29 Oct 2010	1300-1700	BSP1101B
1 Nov - 30 Nov 2010	0900-1300	BSP1102A
1 Nov - 30 Nov 2010	1300-1700	BSP1102B
1 Dec - 17 Dec 2010	0900-1300	BSP1103A
1 Dec - 17 Dec 2010	1300-1700	BSP1103B

*Note: Classes begin the first working day of each month.

Revised: January 19, 2010.

TEXTBOOKS & COURSE MATERIALS

STORE HOURS AND INFORMATION

Announcements

PLEASE READ BEFORE ORDERING:

USED TEXTBOOKS ARE NOT ALWAYS AVAILABLE. IN THE EVENT THAT WE ARE OUT OF STOCK ON SELECTED TEXTBOOKS YOU WILL BE CONTACTED. SHIPMENTS CAN ONLY BE MADE "OUTSIDE" A 50 MILE RADIUS OF FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE. THANK YOU!

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CAREER CENTER

Career Center		
Are you a DATA person... who enjoys working with facts, numbers, files, business procedures? **Are you a THINGS person...** who enjoys working with machines, tools, living things, and materials such as food, wood, or metal?	***"Direction Through Guidance"*** ***Our Purpose Statement:*** To provide counseling, career assessments, and decision-making information to all who seek professional assistance with career choices.	**Are you an IDEAS person...** who enjoys dealing with knowledge, insights, theories, new ways of saying or doing something? **Are you a PEOPLE person...** who wants to administer care, services, assume leadership roles, conduct sales?

Are you thinking about returning to school? Do you know which program you want to enter? Do you know what you want to be or do in life? How do you select one career field from the 20,000+ occupations listed by the U.S. Department of Labor? For answers to your questions, just contact FTCC's Career Center! **Our experienced staff is eager to assist you with free, in-depth career assessment, guided career exploration, and follow-up planning sessions. Call us today!**

Career Center Supervisor/Counselor
Loutricia Nelson
Phone: (910) 678-8205
E-mail: nelsonl@faytechcc.edu

Career Guidance Technician
Patricia Hye
Phone: (910) 678-8422
Email: hyep@faytechcc.edu

We are located on FTCC's main campus in the Tony Rand Student Center, Room 113.

Office Hours

Monday, Tuesday, Wednesday, Friday	8:00 a.m. - 5:00 p.m.
Thursday*	8:00 a.m. - 7:00 p.m. ***extended evening hours by appointment only***

Our services are open to the general public and we gladly assist walk-in clientele when possible. However, since we work with many large classes and groups each semester, you may find it more convenient to schedule an appointment before you visit.

The Career Center uses the following personality, assessment, and exploration tools:

- **DISCOVER**
- **Holland's Self-Directed Search (SDS)**
- **Myers-Brigg Type Indicator**
- **CAREER EXPLORER**
- **National College Catalog Collection**
- **Chronicle Guidance**
- **Career books, briefs, tabloids, college and resume information, videos, and related websites**

Can't visit us? Click on the following links to take a career assessment on-line. The companies charge a small fee for a brief analysis. These links are provided as a courtesy to you, and the companies are not affiliated with Fayetteville Technical Community College.

http://www.advisorteam.com (Keirsey Temperament Sorter)

http://www.careerkey.org (Career Key)

"Chat and Chew" on Careers
A series of occupations that may be designed for College Transfer to give insight about various career fields

Anesthesiologist	Food Inspector	Paralegal
Art Therapist	Historian	Respiratory Therapist
Autobody	Horticulturist	Social Worker
Biochemist	Interior Designer	Sociologist
Botanist	Medical Illustrator	Special Effects Technician
Chocolatier	Medical Records Technician	Speech Pathologist Assistant
Electrician	Midwife	Thoracic Surgeon
Employee Benefits Coordinator	News Anchor	Voice Over Performer
Firefighter		Welder

This page is maintained by Angela Murray: murraya@faytechcc.edu

Revised: May 1, 2009.

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COLLEGE CONNECTIONS

COLLEGE CONNECTIONS

College Connections Academy Open House
Tuesday, March 16, 6 p.m. to 8 p.m. in the Tony Rand Student Center.
Click here for more information.

College Connections is a cooperative program that allows Fayetteville Technical Community College (FTCC) to provide high school elective and college credit in career-based, technical, and college transfer courses for qualified high school students. There are four ways a high school student may enroll:

1. **HUSKINS** - Click here for Spring classrooms
2. **CONCURRENT**
3. **LEARN AND EARN ONLINE (LEO)**
4. **COLLEGE CONNECTIONS ACADEMY** - Click here for Spring classrooms

COLLEGE CONNECTIONS ADMISSION CRITERIA

1. Complete 2010-2011 FTCC Application (See Example)
2. Complete College Connections Enrollment Form (See Example)
3. For Intellectually Gifted and Mature Students (Under 16 years of age)
4. High school transcript
5. Appropriate placement tests (if needed) FTCC Testing Office
6. A Step-by-Step Guide

CAMPUS INFO:

College Connections Team
Map
FTCC Student's Handbook
Tuition Chart

HELPFUL LINKS:

Web Advisor Instructions
Google mail (G mail) Instructions
Cumb. Co. CTP Articulation Agreement

This page is maintained by Mary Carter: carterm@faytechcc.edu Revised: February 15, 2010.

CONTINUING EDUCATION

Spring I 2010 Class Schedule
Continuing Education Home
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Fayetteville Technical Community College

Continuing Education

PURPOSE STATEMENT

Purpose Statement: To provide students with lifelong learning opportunities and quality educational programs and services designed to meet the needs of individuals, businesses and industries through courses of study in basic skills, job and career training, fire/rescue/law enforcement training, avocational pursuits and community service.

Continuing Education Courses

NEW SPRING I 2010 CLASSES
Spring I 2010 Class Schedules

Now accepting registrations!
*** New ***
MEDICAL TRANSCRIPTIONIST / MEDICAL CODING programs offered!
Now accepting registrations for these programs!

Now offering ALIVE AT 25!

NOTE: Effective Teacher Training Course contact hours have been reduced to 24 hours and the fee for the course is now $65.00. For further details call (910) 678-8446.

Welcome to FTCC's Continuing Education Division.
Please choose one of the course listings on the left to see the courses offered.

If you have any further questions, please call (910) 678-8386 or send e-mail to the Continuing Education Registrar's Office at hallbs@faytechcc.edu.

You may fill in this registration form in PDF, print out, mail, fax(910-678-8464) or bring to the Continuing Education Registration office in the Neill Currie Building.

If you need a transcript for Adult High School Education, GED, or Continuing Education, please fill in and print this transcript form in PDF. Mail, FAX (910.678.8464) or bring to the Continuing Education registration office in the Neill Currie Building.

The registration office is located in the Neill Currie Building.

The courses listed here are NOT curriculum courses.

For curriculum courses, please visit the FTCC Student Services Home Page or telephone the registrar at (910) 678-8476.

Class Location List

ATC	Advanced Technology Center
CBI	Center for Business and Industry
CEC	Continuing Education Center
CH	Cumberland Hall
ECC	Early Childhood Center
HS	Horace Sisk Building
HTC	Health Technologies Center
LH	Lafayette Hall
NC	Neill Currie Building
SLC	Spring Lake Center

Courses are subject to change without notice.

Fayetteville Technical Community College
P.O. Box 35236
Fayetteville, North Carolina 28303-0236

This page is maintained by Roger Britt: brittr@faytechcc.edu

Revised: January 6, 2010.

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FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

COUNSELING SERVICES

Fayetteville Technical Community College Counseling Services offers a variety of services free to all students by competent professional counseling staff with extensive training in counseling in the areas of:

- **Admissions Counseling**
- **Career Center**
- **Special Populations**
- **Online Counseling**
- **Child Care Assistance**
- **Referral Information**
- **Group Counseling and Workshops**
- **Counseling Staff**

NEW STUDENT ORIENTATION VIDEO (Real Player software required to view)

This page is maintained by Angela Murray: murraya@faytechcc.edu Revised: May 1, 2009.

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FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

BLACKBOARD HOW-TO'S

BLACKBOARD HOW-TO'S

Blackboard Academic Suite©®™ is the course management software used by FTCC for online course delivery. Each student has a unique username for Blackboard that is also used for Campus Computer Access, Student Email and WebAdvisor.

* Online, Hybrid and Web Assisted courses will be available by 11 a.m. on the first day of classes for the semester. Please find the first day of the semester you are enrolled for online at http://www.faytechcc.edu/academic_calendar/ . *

Blackboard Online Orientation If you are new to online learning, this orientation will help you assess whether online learning is right for you. You will be provided with self assessment resources to help you make this determination. There is also a hands on segment in a Blackboard course site. If you are an experienced online learner, this orientation will provide a quick check of your preparations so you can begin your online experience with confidence.

Blackboard Usename Search If you have difficulty logging into Blackboard, Email, Novell or WebAccess please review How To Determine Your User ID . To search for your username select this link . If your username is not listed please contact FTCC's registrar's office at 910.678.8476.

Use the following Internet address (URL) to access the FTCC's Blackboard login page: http://faytechcc.blackboard.com . This is the first Internet page you visit when logging into a course. Please add this page to your Favorites (or Bookmarks) in your web browser. Using your username and password to log in, you can access your Blackboard courses from any Internet enabled computer running a Windows or Mac operating system. If you have any questions be sure to consult FTCC's Online Support Center .

Change Your Blackboard Password If you would like to change your Blackboard password, select this link. If you have forgotten your password, please contact your instructor to have your password reset.

How to Start Your Online Class Fayetteville Technical Community College uses the Blackboard Learning System©®™ software to deliver course information to students over the Internet .

Online Course/Instructor Listing If you cannot access a Blackboard course you are enrolled in for the current semester, please contact the instructor of the course or the Online Support Center. Course ID, Course Title, Instructor's Name, and Instructor's email address are listed on the page. Some sections are combined into one course. Please look at the Course Title for the combined section numbers (ex: 0901/0902/0A01FA).

Please remember: New and returning students will have access to Spring 2010 Blackboard courses the first day of the semester by 11:00 a.m. ET.

Blackboard Assistance:
By Phone: Call the Online Learning Support Center at 1.866.829.9660

On the Web:

- Online Learning Support Center online at http://d2.parature.com/ics/support/default.asp?deptID=4287
- Contact the instructor for the course in which you are enrolled. Instructor contact information is located online at http://forms.faytechcc.edu/bbinst/
- Additional instructor information is located online at http://www.faytechcc.edu/forms//Employees/

Revised: December 18, 2009.

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

FINANCIAL AID SERVICES

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Opening A New Page In Your Life.....Let Our Office Help You With The Journey

Fayetteville Technical Community College operates with the assumption that no student should be denied a college education due to lack of financial resources. The Office of Financial Aid Services provides information and assistance to students applying for financial aid.

DON'T DELAY APPLY TODAY

The 2010-2011 FAFSA will be available beginning January 1, 2010. To ensure availability of funds for Fall 2010, complete your 2010-2011 FAFSA and Submit ALL REQUIRED paperwork by March 1, 2010!

WHAT'S NEW?

FTCC Student Gmail and WebAdvisor Accounts. Students can access financial aid, registration, admissions, forms and other information on their account.

FAFSA Day will be held at Fayetteville State University on **Saturday, February 13, 2010** from **9:00 AM - 1:00 PM**. The Fayetteville State Financial Aid Staff and other volunteers will be on site to assist students with completing their **2010-11 FAFSA.** You **do not have to attend** or **plan to attend** Fayetteville State University to receive assistance. To register, please click here.

Net Price Calculator
The Net Price Calculator allows prospective students to calculate an estimated net price at an institution using the following basic formula: Price of attendance minus grant aid.

Based on the information entered by the student, an average net price of attendance is generated based on what similar students paid in previous year.

The estimates generated by the template do not represent a final determination, or actual award, of financial assistance or a final net price; they are only estimates based on price of attendance and financial aid provided to students in a given year. Actual attendance cost may be different based on a variety of factors and circumstances not incorporated within the Net Price Calculator. Results calculated are simply non-binding estimates of attendance costs.

The estimates shall not be binding on the Secretary of Education, Fayetteville Technical Community College, the North Carolina Community College System, the State of North Carolina or other government related agencies and activities. Click here for more information.

Office Hours

M: 8:00-5:00

Th: 8:00-1:00
(Except during registration)

T, W & F: 8:00-5:00

Financial Aid Services
Fayetteville Technical Community College
P. O. Box 35236
2201 Hull Road
Fayetteville NC 28303-0236
Phone: (910) 678-8242
Fax: (910) 486-3600

Financial Aid Office is located in the Tony Rand Student Center Room 137

Tip

- When sending e-mail to the Financial Aid Office (FAO) , please include your full name and FTCC Student ID#. Our e-mail address is FINAID@faytechcc.edu.
- Instructions of checking your financial aid status is on WebAdvisor.
- If you have Billing or Refund Inquires, contact the Office of Business & Finance.
- Technicians are available during regular office hours.

FAFSA

You may complete the Free Application for Federal Student Aid (FAFSA) on the Internet at www.FAFSAd.gov.

If you are thinking of attending Fayetteville Technical Community College, put our school code 007640 on line 86 of the FAFSA form

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FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

PAUL H THOMPSON LIBRARY

PAUL H. THOMPSON LIBRARY

Phone (910) 678-8247 (EST)

WELCOME FTCC STUDENTS, FACULTY, AND STAFF!
Please feel free to visit our facility and use our "*human search engines*" to guide you to our fantastic selection of print and electronic resources.
WE ARE HERE TO SERVE YOU

Spring Semester Hours of Operation:

Monday- Thursday: 7:45 AM to 9 PM
Friday: 7:45 AM to 7 PM

SPRING LAKE LIBRARY

Spring Lake Library

How to Print Handouts in Powerpoint 2007

This page is maintained by Tammy Stewart: stewartt@faytechcc.edu Revised: February 16, 2010

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FORT BRAGG CENTER

Military Spouse Opportunities

FTCC has been proudly serving military families for over 40 years!

"For all the sacrifices that our Servicemembers and their families have endured for us – at the very least, we owe them the very best education and support that we can provide."
Dr. Larry Keen
President, Fayetteville Technical Community College

FTCC is a military-friendly school, experienced in meeting the needs of service members and their spouses. With low in-state tuition rates for military family members, Career Advancement Accounts and the convenience of multiple locations, online courses, and accelerated eight-week sessions, FTCC is ready to help military spouses meet their education goals.

Military Spouse Career Advancement Accounts (MyCAA)

The Department of Defense expanded Military Spouse Career Advancement Accounts (MyCAA) program is providing $6,000 of Financial Assistance for military spouses who are interested in pursuing degree programs, licenses, certifications and education leading to careers in high growth, high demand portable career fields. Fayetteville Technical Community College is one of the schools approved to provide education and training through MyCAA.

Who is eligible?

Spouses of active duty and activated National Guard and Reserve service members are eligible.
The period of eligibility for spouses of Guard and Reserve members is from the date of the Alert or Warning Order for Military Recall or Mobilization, through activation and deployment, until 180 days following De-Mobilization.

Where can spouses get basic MyCAA information?

Eligible spouses who are ready to explore portable career options and develop a career goal and plan should establish a MyCAA Account by visiting the MyCAA website.

This is an easy, self-help process. Once the spouse profile information is provided, the Department of Defense (DOD) will verify MyCAA eligibility through the **Defense Enrollment Eligibility Reporting System (DEERS)**.

If eligible, the spouse's MyCAA account will be credited with $6,000.

MyCAA Financial Assistance (FA) pays for expenses such as secondary and post-secondary education and training programs, tuition, licensing and credentialing fees.

This includes degree programs; continuing education classes; national certification exams, i.e., Bar, CPA; and state certifications for teachers, medical professionals, and similar licensed professionals.

How to Apply?

Eligible spouses who are ready to explore portable career options and develop a career goal and plan should establish a MyCAA Account by visiting the MyCAA website, and click on Create an Account.

Select a degree or continuing education program and apply for admission to Fayetteville Technical Community College (FTCC).

Authorization

If you have received authorization for MyCAA to cover your tuition, please contact McKenzie Schalla at 910-678-1006 or email schallam@faytechcc.edu.

For more information, call us at 678-1050/1053 or email riverac@faytechcc.edu.

This page is maintained by Boni Mays

Revised: October 28, 2009.

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FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

TESTING OFFICE

WELCOME TO TESTING

The Testing Office is primarily responsible for supporting academic programs through the administration of the ACCUPLACER entry assessment (or other North Carolina Community College System approved assessments). It is a computer-adaptive test that evaluates your current Reading Comprehension, Sentence Skills, Arithmetic and Elementary Algebra skill level. The ACCUPLACER is not a pass or fail test. It collects and analyze statistical data which will place the student in the appropriate course of study. Please take a minute and look at our website.

Testing Coordinator

Stephanie Altamirano
altamirs@faytechcc.edu

Testing Secretary

Rose Mitchell
mitchelr@faytechcc.edu

The Testing Office is located in the Tony Rand Student Center, Room 117.

Office Hours: Monday – Friday 8:00am – 5:00pm

This page is maintained by Rose Mitchell: mitchelr@faytechcc.edu

Revised: May 1, 2009.

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

REGISTRATION & RECORDS

** NEW STUDENTS **

Please visit our Admissions area to get started!

Emily Simmons
eARMYu / CTAM
Assistant Registrar

Melissa Ann Jones
Registrar

Evelyn Bryant
Assistant Registrar

** LATEST UPDATED NEWS **

- NEW - Graduation 2010 form
- Spring II 2010 Registration Schedule
- Spring 2010 Important Dates
- GoArmyEd portal - check Spring 2010 registration schedule
- "FAQ" page has been updated.

Adobe Reader is required to use our forms! Download the latest version of Acrobat Reader

REGISTRATION	FORMS
	Course Audit Form Military Waiver Form ***1*** Residency Application Changes to your address, phone & email can be processed faster via the WebAdvisor. If you need a name change, use the form below. Student Data Change ***2***

1 = Copy of the military ID (front & back) is required to be sent in with the form.
2= Name change, Social Security Card & a Picture ID is required to be sent in with the form.

ONLINE REGISTRATION

WEB ADVISOR

Students ***since*** Fall 2007 & forward can use Web Advisor to check grades, financial aid info, class schedule, transcripts & **MUCH MORE**!

GUESTS: How to Search for Sections

How to Change Your Address & Phone Number
How to Determine Your User ID
How to Express Register
How to Log In
How to Register for Sections
How to Retrieve & Reset Password

This page is maintained by Karen Owen: owenk@faytechcc.edu

Revised: February 16, 2010

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FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

COUNSELING SERVICES

Services ***f***or ***S***tudents
with
***dis*ABILITIES**
"Serving a diverse population"

The Special Populations Office serves any student who requires special accommodations based on his or her documented disability. All information documenting the disability should be filed in the office at least 30 days prior to beginning classes at FTCC. The office is located in Room 143 in the Student Center and is open from 8 a.m. until 5 p.m. Monday through Friday.

The Program Coordinator for the Special Populations Office is available to provide personal, social, and vocational and educational counseling. The following list of equipment is available to any student that is registered with the Special Populations Office and the appropriate paperwork documenting their disability is on file.

Counseling (Personal and Academic)
Academic Planning and Progress Monitoring
Career Planning and Job Placement
Assistance With Securing Readers
Assistance With Registration
Interpreters for the Deaf and Hearing Impaired
Volunteer Note Takers
Test Proctoring and Extra Test Time
Materials and Equipment

"Open The Door To Your Success"
Telephone Number: (910) 678-8349
TTY Number: (910) 678-0070

Dorothy A. Ray, M.Ed., NCC
Special Populations Counselor
TRSC 143A
(910) 678-8479
E-mail: rayd@faytechcc.edu

This page is maintained by Angela Murray: murraya@faytechcc.edu

Revised: May 1, 2009.

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FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

STUDENT ASSISTANCE / RESOURCES

Students Assistance/Resources

Service	Location	Phone	Hours
Curriculum Students			*Hours subject to change during Holidays and School Closings.*
Admissions	TR Student Center Room 118	910.678.8286	8:00 a.m. - 7:00 p.m. M-T 8:00 a.m. - 5:00 p.m. F
Blackboard Assistance	Online	1.866.829.9660	24 Hours / 7 days a week
Cashier's Office (Office of Business and Finance)	TR McLean Administration Building Room 107 & 109	910.678.8364	7:30 a.m. - 4:00 p.m. M-F
College Bookstore	TR Student Center Room	910.678.8342	7:30 a.m. - 4:15 p.m. M - F
Counseling Services	TR Student Center Room	910.678.0036	7:30 a.m. - 7:00 p.m. M-TH 7:30 a.m. - 6:00 p.m. F
Curriculum Information		910.678.8558	
Financial Aid	TR Student Center Room 137	910.678.8242	8:00 a.m. - 6:00 p.m. M 8:00 a.m. - 5:00 p.m. T W F 8:00 a.m. - 1:00 p.m. TH
Job Placement	TR Student Center Room	910.678.8418	8:00 a.m. - 5 p.m M - F
Library	PH Thompson Learning Resource Center	910.678.8247	7:45 a.m. - 9:00 p.m. M - TH 7:45 a.m. - 7:00 p.m. F
Parking Permits (Security Office)	TR Student Center Room 132	910.678.8433	8:00 a.m. - 5:00 p.m. M - F
Photo ID's (Student Activities)	TR Student Center Room 24	910.678.8420	8:00 a.m. - 5:00 p.m. M - F
Registration and Records	TR Student Center Room 114	910.678.8252	8:00 a.m. – 7:00 p.m. M - TH 8:00 a.m. – 5:00 p.m. F
Registration and Records, CTAM	TR Student Center Room 114	910.678.0155	8:00 a.m. - 5:00 p.m. M - F
Special Populations	TR Student Center Room 143	910.678.8349	8:00 a.m. - 5:00 p.m. M - F
Spring Lake Campus		910.678.1010	
Student Email Assistance	Online	1.866.829.9660	24 Hours / 7 days a week
Success Center	Harry F. Shaw Virtual College Center (VCC) Room 232	910.678.8266	8:00 a.m. - 9:00 p.m. M - TH 8:00 a.m. - 5:00 p.m. F
Veteran's Information	TR Student Center Room 119	910.678.8395	8:00 a.m. - 6:00 p.m. M 8:00 a.m. - 5:00 p.m. T W F 8:00 a.m. - 1:00 p.m. TH
Continuing Education Students			
Information		910.678.8386	
Registration	Neill Curry Building Room 2	910.678.8279	8:00 a.m. - 5:00 p.m. M - F

This page is maintained by Cynthia Rodriguez: rodriguc@faytechcc.edu Revised: August 27, 2009.

SUCCESS CENTER
SUCCESS STARTS HERE

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

WELCOME TO FTCC'S SUCCESS CENTER!

Main Campus Curriculum Success Center

"Better grades may be just a few steps away!"

Our Mission: *The Success Center at FTCC is designed to provide supplemental instruction and resources to FTCC curriculum and developmental studies students in order to help them succeed academically and become independent learners.*

INFORMATION AND SERVICES

1. Purpose: What is the Success Center?
2. Eligibility: Who may use the Success Center?
3. Location: Where is the Success Center located?
4. Hours: When is the Success Center open?
5. Enrollment: How do I enroll in the Success Center?
6. Results: What can I expect when I enroll?
7. Distance Learning Students: How do I request Instructional Assistance?
8. Special Programs: Are there non-credit (Continuing Education) courses such as Teacher Renewal/Job-Readiness?
9. Forms/Referral: Do I need any referral forms?
10. Comments.

1. What is the Success Center?

The Success Center at FTCC is primarily designed to provide enhanced educational opportunities to students enrolled in any of the College's college credit (curriculum) or developmental studies courses.
Qualified Success Center Instructors provide individualized instruction to students in a wide range of subjects including:

English
Mathematics
Science
Business related such as Accounting

Success Center Instructors also guide students in the use of the many resources available in the Lab, including:

Course specific computer software
Audio Visual aids
Printed materials
Handouts (Instructor developed and reviewed)

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2. Who may use the Success Center?

Our Success Center is available on a fee-free basis to students enrolled in any Curriculum course at FTCC.

Others pay tuition for Continuing Education courses, including 20-plus different Teacher Renewal Courses and the College/Job Readiness course (which is designed to prepare adults for the College's entrance assessment). Tuition for these courses allows students to use Success Center facilities and range from $50.00 to $65.00 per course. This fee is based on the number of contact hours of the course in which the student enrolls. Continuing Education tuition payments are accepted at the Neill Currie Continuing Education building (adjacent to the Continuing Education Center) on FTCC's Main Campus. Any questions about these courses may be directed to any Success Center staff member.

If you are a Continuing Education/Basic Skills student, please visit the Basic Skills Resource Center or the Workforce Preparedness Center, both of which are located in the Continuing Education Center. You will be greeted by a Basic Skills staff member available to help you at that location.

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3. Where is the Success Center located?

The Success Center is located on the second floor of the Harry F. Shaw Virtual College Center (VCC), Room 232.

When you enter through our double doors, you will be greeted by one of our Success Center staff members who will assist you in enrolling in the Center for the current semester. **A current, valid FTCC Curriculum Student Photo ID Card is required to enroll** (except for Teacher Renewal courses).

If you will be driving in from another area, our site address is 2201 Hull Road, Fayetteville, North Carolina 28303.

To call for further directions, please use the Success Center phone number at 910.678.8266.

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4. When is the Success Center open?

Success Center hours are:

Monday-Thursday	8:00 a.m. until 9:00 p.m.
Friday	8:00 a.m. until 5:00 p.m.

Special Success Center hours at exam time, closing for a holiday, Campus closing or inclement weather will be announced on an event basis through the Campus information system and bulletin board postings. You may contact us during operating hours for current information at 910.678.8266. We are also available by email at these addresses:

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5. How do I enroll at the Success Center?

Students enrolled at FTCC may visit the Success Center and fill out an application to be added to the computer roll, and begin. A current, valid FTCC Curriculum Student Photo ID Card is required to enroll (except for Teacher Renewal courses).

After enrollment at the Success Center you are eligible to visit the Lab anytime to work and receive assistance.

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6. What can I expect after Success Center enrollment?

Your attendance in the Success Center is logged electronically. When you enroll in the Success Center, we will add your student information to our electronic database.
After enrolling, you need to stop by the check-in computer each time you visit the Center. A Success Center Instructor may assess your specific needs for that visit.
Assistance may include:

A video or audiotape.
A worksheet or textbook, or combination of both.
A computer program.
An individual Learning Lab Instructor's help by your side.

Success Center Instructors will always be available to answer questions and keep you on track with the materials and methods selected to help you.

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7. What about Distance Learning Students?

Distance Learning students may call or email the Success Center with their questions about Learning Lab support for their distance learning courses.

Contact the Center by telephone at 910.678.8266 or by email at SuccessCenter@faytechcc.edu.

If a Distance Learning student needs assistance, the student should click HERE and complete the Success Center Instructional Assistance Form.

An Instructor will contact the student to give assistance with questions.

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8. Are "special programs" available?

Two important special programs available at the Success Center are College/Job Readiness and Teacher Renewal Courses. Enrollment for special programs is completed through Continuing Education in our Neill Currie (Continuing Education) Building at the edge of campus, on Hull Road, adjoining the Continuing Education Center. Interested students should contact the Success Center for information on how to complete this process.

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9. Forms you may need at this website.

Success Center Referral Form (for Instructors).

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10. Comments

The Success Center staff welcomes student input. Comments and suggestions may be sent by email to Director at dostallr@faytechcc.edu.

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This page is maintained by Marissa Trapani: trapanim@faytechcc.edu Revised: July 23, 2009.

TEACHER RENEWAL COURSES

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

Teacher Renewal Courses

Great News For
N.C. Certified School Teachers

*(Courses are designed for Certified School Teachers, but are great for Private and Home School Teachers, and Teacher's Assistants as well!)

The *Success Center* at *FTCC* offers you
the opportunity to earn Continuing Education
RENEWAL CREDITS FOR TEACHER CERTIFICATION
***... in a relaxed and friendly setting*, with:**

Interesting and helpful professional development courses

Individualized learning designed to meet your needs
Convenience of attendance (Monday–Thursday, 8:00 am–9:00 pm and Friday, 8:00 am–5:00 pm; *Summer: Fri, 8 am-1 pm*)**, with flexible scheduling**

Pleasant surroundings in the NEW Harry F. Shaw Virtual College Center
Courses ranging from 1 CEU to 5 CEUs/Teacher Renewal Credits

NEW courses being developed and added periodically
Interesting courses + Low fees = Great Value!

The following pages list the 31 courses currently available. Courses are listed by the number of CEUs/Teacher Renewal credits granted and then alphabetically:

1.0 unit of credit, 10 hours attendance required

Brand NEW **DEVELOPING WRITERS: A WORKSHOP FOR HIGH SCHOOL TEACHERS** (1.0 CEU)
Writing is a means of self-expression and an essential skill needed to complete research papers, to write college admissions statements, to communicate in the workplace, and to present ideas in a convincing way. The course explores the way teachers can transform their classrooms into writing communities that offer students multiple opportunities to write for a wide range of purposes and audiences.

NEW **EDUCATING TEACHERS FOR DIVERSITY** (1.0 CEU)

This course informs participants on racial and cultural diversity and is intended to promote positive ethnic relations in schools. Throughout the course, participants are presented with real-life stories of people from different cultures and the conflicts many have encountered.

Brand NEW **ETHICS IN AMERICA (PART II)** (1.0 CEU)

This course focuses on critical thinking and the ability to examine ethical issues – two skills that are vital to academic success. Teachers who take this course will bring to their classrooms fresh approaches to discussing current events and new methods of engaging students in the process of ethical reasoning.

HOW TO TEACH EUREKA! (MATH) (1.0 CEU)

This course incorporates some new and clever methods for teaching mathematics in a unique setting.

NEW **RESEARCH-BASED INSTRUCTION FOR READING** (1.0 CEU)

This course addresses critical topics in teaching reading for teachers. By reviewing current research on reading instruction and illustrating the way it can influence classroom practice, participating teachers can compare their experiences with the teachers in the video clips.

NEW **TEACHING READING: BEST PRACTICES AND EVIDENCE-BASED STRATEGIES** (1.0 CEU)

This course features leading literacy experts who discuss current research on reading and give examples of best-practice, evidence-based teaching strategies that will show intermediate elementary teachers how to help their students transition from "learning to read" to "reading to learn."

TEACHING READING IN THE CONTENT AREAS (1.0 CEU)

Students need to acquire the necessary skills that will enable them to read more effectively across the curriculum. This course presents reading strategies in four content areas: English/Language Arts, Science, Social Studies, and Math.

NEW **TEACHING READING K-2: A LIBRARY OF CLASSROOM PRACTICES** (1.0 CEU)

This course will show educators how to promote literacy skills through individualized attention and assessment and how to create activities that will inspire a love of learning in the classroom. It uses a variety of methodologies in classrooms including mixed-grade, bilingual, and learning disabled students.

NEW **TEACHING MATH: NEW AND INNOVATIVE WAYS TO ENCOURAGE INDEPENDENT LEARNING**

(1.0 CEU)

Often Students will express frustration when working through math problems. This Math DVD Library will show educators new and innovative ways to guide students through reasoning and problem solving. The educator will learn how to augment lesson plans by being a facilitator and allowing the students to work as partners in solving math problems.

1.5 units of credit, 15 hours attendance required

Brand NEW **EFFECTIVE CLASSROOM MANAGEMENT** (1.5 CEUs)

The job of teaching and managing the classroom is a difficult task. Classroom management is essential to good teaching and learning. Veteran and beginning teachers will benefit from this course.

TEACHING READING: STAGES & STRATEGIES (1.5 CEUs)

The key to educational success is the acquisition of basic reading skills. Classroom teachers need to understand how spoken and written language influences a child's ability to read.

TIPS FOR TEACHING STUDENTS WITH SPECIAL NEEDS (1.5 CEUs)

This course provides teachers in any curriculum with tips for focusing on the students' abilities rather than their disabilities. This course includes different grade-level activities in which all students learn and succeed, including those with special needs.

2 units of credit, 20 hours attendance required

BECOMING AWARE OF CHILDREN WITH SPECIAL NEEDS (2.0 CEUs)

(Formerly, "Teaching Children with Special Needs")

In today's society, children experience situations that create problems that follow them throughout their daily lives, especially in the classroom. This course is designed to help educators recognize these children in their classrooms and to help them give the students the best possible support.

NEW **DEVELOPING MINDS: TEACHING TEACHERS** (2.0 CEUs)

This course offers tools and strategies to help teachers and parents better understand and manage each child's learning profile. Materials are based upon the pioneering educational framework of Dr. Mel Levine, renowned developmental-behavioral pediatrician, professor, and author. The course addresses differences in attention, memory, language, neuromotor function, social cognition, temporal-sequential ordering, spatial ordering and higher order cognition, and shows how strengths and weaknesses in these areas can affect children's success in writing, reading, math, communicating, understanding, organization, feelings, and behavior.

Brand NEW **LEARNING SCIENCE THROUGH INQUIRY** (2.0 CEUs)

This course shows inquiry teaching and learning in action, with real teachers and students in classrooms. This course will help you understand the process and how it benefits students, and give you strategies to use in your classroom. *Science K-6: Investigating Classrooms* invites you to step inside three elementary classrooms to see what teachers from around the country are doing to incorporate in-depth investigations into their science lessons. Observing and discussing real classrooms like these are among the best ways to learn and refine the craft of teaching.

2.5 units of credit, 25 hours attendance required

COMPUTER BASICS FOR EDUCATORS (2.5 CEUs)
(Now with updated computer software!)

This course helps make personal computers more understandable and useable, touching on word-processing, spreadsheets, databases, e-mail, and networking in the Microsoft Windows environment.

NEW **DIFFERENTIATED INSTRUCTION: HOW TO REACH AND TEACH ALL** (2.5 CEUs)
This course offers research-based strategies for educators to meet the needs of today 's diverse students. Differentiation is a philosophy that enables teachers to plan strategically in order to reach the needs of diverse learners in classrooms.

SPEED READING: A MULTI-MEDIA APPROACH (2.5 CEUs)

This is an opportunity to examine and evaluate several types of reading courses as well as explore techniques for increasing one 's reading rate.

3 units of credit, 30 hours attendance required

THE AMERICAN CIVIL WAR (3.0 CEUs)

This course provides a clear and comprehensive understanding of the four most momentous years in America 's history.

CHILDHOOD: AN INCREDIBLE JOURNEY (3.0 CEUs)

This course examines the value of self-confidence, self-esteem, creativity, and goal setting in human development.

EFFECTIVE LISTENING AND SPEAKING (3.0 CEUs)

Materials for this course are taken from outstanding leaders in the fields of listening and speaking.

EFFECTIVE STUDY SKILLS (3.0 CEUs)

This course presents proven methods of study in a format that teachers may incorporate into their own classrooms.

GREAT WORLD RELIGIONS: BELIEFS, PRACTICES, AND HISTORIES: PART II (3.0 CEUs)

This course provides educators with insights on the beliefs, practices, and histories of the world's great religions. The course consists of lectures presented by three fine scholars and lecturers on religion.

HUMOR IN THE CLASSROOM (3.0 CEUs)

Humor can be an important tool for dealing effectively with stress and pain. This course examines some interesting ways to look at life and teaches how to use humor to help one endure the rough spots.

PROBLEM SOLVING IN SCHOOLS (3.0 CEUs)

This course helps educators meet the challenging demands which confront them in schools today.

REVIEWING THE BASICS – AND THEN SOME (3 CEUs)

This course is designed to help long-time teachers review some of the things that they may have forgotten, as well as learn some new ideas about teaching and learning.

NEW **SURVIVAL SPANISH PART 1** (3.0 CEUs)

According to the NC Department of Public Instruction, Spanish-speaking students in public schools constitute the largest language minority group in the state. As the number of students from this language population continues to grow rapidly, it will be beneficial for classroom teachers to take the initiative in acquiring survival Spanish skills.

Brand NEW **SURVIVAL SPANISH PART 2** (3.0 CEUs)

As *with Survival Spanish Part 1* (above), this course will help classroom teachers to develop; the basic skills necessary to afford them opportunities to communicate with students in Spanish and to develop cohesive relationships with their students that will enhance their social, emotional, cognitive, academic, and linguistic growth.

Brand NEW **TEACHING SCIENCE: REDISCOVERING BIOLOGY, REACTIONS IN CHEMISTRY, AND CAREERS IN THE SCIENCE** (3.0 CEUs)

This course offers a variety of science topics and strategies for educators to meet the needs of today's science students. Topics include*: Rediscovering Biology: Molecular to Global Perspectives*, *Reactions in Chemistry*, *Careers in the Sciences*, and *Strategies That Work for Science Teachers.*

WINNING WITH DIFFICULT PERSONALITIES (3.0 CEUs)

This course is designed to provide the understanding and skills necessary to recognize and work with problem personalities.

4 units of credit, 40 hours attendance required

GREAT WORLD RELIGIONS: BELIEFS, PRACTICES, AND HISTORIES: PART I (4.0 CEUs)

This course provides educators with insights on the beliefs, practices, and histories of the world's great religions. The course consists of lectures presented by three fine scholars and lecturers on religion.

THE HISTORY OF THE UNITED STATES: PART II (4.0 CEUs)

This course will provide educators the facts of the history of the United States and the way they fit together to reflect the past and foreshadow the future.

5 units of credit, 50 hours attendance required

CLASSICS OF AMERICAN LITERATURE (5.0 CEUs)

This review of the best of American Literature will remind educators of some of their old favorites, as well as present materials with which they are not familiar.

THE HISTORY OF THE UNITED STATES: PART I (5.0 CEUs)

This course will provide educators the facts of the history of the United States and the way they fit together to reflect the past and foreshadow the future.

SMART TEACHERS / SMART STUDENTS (5.0 CEUs)

This course is about children growing up and developing into successful students. Smart teachers help to produce smart students; this course will appeal to educators who aspire to being great motivators.

***Cost per Course:**

1-10 hours =$50
11-30 hours =$55
31-100 hours =$60

Only one course may be taken at a time. Once you have completed one course, if sufficient time remains in the semester, you may enroll in another course. Each TR course taken must be completed within one semester.

For more information, please call the Success Center at FTCC: 910.678.8266 or visit us in Room 232 of the Harry F. Shaw Virtual College Center (VCC).

You must enroll in and pay for a course in the Continuing Education Registrar's Office, located in the Neill Currie Continuing Education Center before beginning that course.

Watch for ***new courses*** to be added!

This page is maintained by Marissa Trapani: trapanim@faytechcc.edu Revised: March 23, 2009.

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FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

VETERAN SERVICES

We Are Your Link To Your Veterans
Educational Benefits
"Information Is Your Key"

- Procedures for Using VA Benefits — Use the step-by-step guide of what you must accomplish in order to enroll at FTCC and gain access to your VA educational benefits. You should request your high school and all college transcripts as soon as possible. Students interested in financial aid should visit the FTCC Financial Aid Office webpage.
- FTCC VA Educational Benefits Guide — The FTCC Veteran's guide provides general information on using VA Educational Benefits at FTCC.
- FAQs — Have a question about VA Educational Benefits? The answer may be right here.
- VA Educational Benefits Pay Table — Check Veterans Educational Pay Table to determine the amount of your monthly VA educational benefits payment.
- Forms — Many of the forms needed to process and maintain your VA educational benefits can be downloaded and printed at home.
- Tutorial Policy — Tutorial assistance is available for all categories of VA educational benefits.
- Veterans Club — The FTCC Veterans Club is a recognized organization for veterans, their dependents, and survivors of veterans.
- Resources Links — This page provides links to the Department of Veterans Affairs and other related federal, state, and local sites.

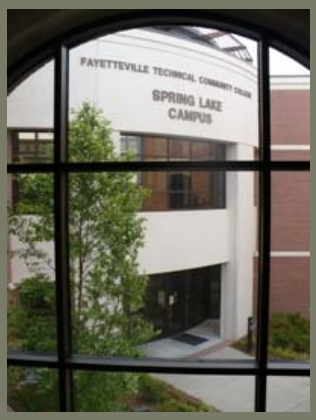
This page is maintained by Tammy Duggins: dugginst@faytechcc.edu Revised: November 18, 2009.

FTCC

FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

- Alumni Relations
- FTCC Campus Map/Directions
- Getting Started
- SmarThinking Online Tutoring
- Student Assistance and Resources
- Student Services

Blackboard Login :: Class Schedule :: College Catalog :: Registration Info :: Student Email :: WebAdvisor



LATEST NEWS

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2010 Spring II Registration and Tuition Payment Schedule
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CCSSEE - College Community Survey of Student Engagement
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Creating Success: NC Community Colleges Hope | Opportunity | Jobs
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H1N1 and Seasonal Flu Precautions
read more

Institute for Community Leadership
read more

Interactive 3D Curriculum at FTCC
read more

JobsNOW | PipelineNC | You Tube

QUICK LINKS

- Academic Calendars
- Bookstore
- Census 2010
- Faculty & Staff
- Feedback About FTCC
- Giving to FTCC
- Groupwise WebAccess
- Health Programs
- Institutional Effectiveness
- NC Military Business Center
- Press Releases
- Security and Parking

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FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

SPRING LAKE CAMPUS PROGRAMS

Spring Lake Campus

The beautiful $8.5 million state-of-the-art Spring Lake Campus opened in the Fall of 2004. It provides 34 modern classrooms including 12 laboratories, a conference room, a North Carolina Information Highway classroom and a 102-seat Lecture Hall. Quality academic support services are available for your one-stop registration needs and include an admissions and records office, bookstore, business office and a highly qualified staff to meet your counseling, advisement, and testing needs.

The Spring Lake Campus offers a variety of curriculum and continuing education classes, expanding educational opportunities for career advancement, employment and lifelong learning.

Registration and advisement services are also available to you on our Main Campus and at our Ft. Bragg Center. For your convenience, you may register for classes at any FTCC Center or Campus.

As the third largest Community College of the 58 in the North Carolina Community College System, FTCC offers over 130 degree, diploma and certificate programs with over 200 curriculum, vocational and basic skills courses offered at the Spring Lake Campus.

Located next door to the Spring Lake Branch of the Cumberland County Public Library, Fayetteville Technical Community College and the Library have a partnership to provide library services in support of the students, staff, and faculty at the Spring Lake Campus.

FTCC - Spring Lake Campus
171 Laketree Boulevard
Spring Lake, NC 28390

Download PDF Map

This page is maintained by Boni Mays. Revised: November 20, 2009.

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FORT BRAGG CENTER MILITARY FAQ

Military Student Info
- Military Evaluations
- SOCAD
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Fort Bragg Registration Schedule
Fort Bragg Continuing Education
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Fort Bragg Center
Serving Fort Bragg & Pope Air Force Base

Fayetteville Technical Community College recognizes the hard work and sacrifice servicemembers and their families make.

As a military friendly college, we have programs offering special benefits to you. Military personnel, spouses and dependents who want to improve their skills for professional advancement or personal enrichment have many options through Fayetteville Technical Community College.

With low tuition rates, Servicemembers Opportunity College benefits, convenience of multiple locations, online courses, and accelerated eight-week sessions, FTCC is a perfect fit for the mobile and dynamic environment associated with military life.

The FTCC Fort Bragg Center is conveniently located on Fort Bragg and provides counseling, registration, and testing services for the convenience of military personnel and their families.

Fayetteville Technical Community College was selected as one of the first sixteen colleges in the United States to be an educational provider to the Army University Access Online, which has become the GoArmyEd Program. Soldiers interested in the GoArmyEd program should contact their First Sergeants to obtain information and coordinate an appointment with an Army Education Center Counselor. For more information, call us at 678-0150/1053 or email riverac@faytechcc.edu.

FTCC also offers traditional and online unit classes - for additional information on these courses, please contact our Recruiter, Victor Robinson at 678-1051or robinsov@faytechcc.edu.

Fort Bragg Spring 2010 Curriculum Class Schedule

Fort Bragg Current Continuing Education Schedule

Mission Statement

To provide affordable, quality educational programs that meet the lifelong needs, desires, and goals of students and the global community.

FTCC - Fort Bragg Center
Open 8:00-5:00 M-F
(910) 678-1050/1053

Located in:
Soldier Development Center
Building 2-1728, Room 110
Armistead Street
Ft Bragg, NC 28307

This page is maintained by Boni Mays

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