

# Academic Success Center www.centralgatech.edu/success Warner Robins (478) 218-3727 C-101 Macon (478) 757-3674 D-124 Milledgeville (478) 445-2343 A-121 Email: tutor@centralgatech.edu

Admissions www.centralgatech.edu/admissions			
Warner Robins (478) 988-6850 A-107			
Macon (478) 757-3403 J-138			
Milledgeville (478) 445-2303 A-141			
Email: admissionsoffice@centralgatech.edu			

Barbering Services		
Warner Robins	(478) 218-3310	B-107
Macon	(478) 757-3486	B-213
Milledgeville	(478) 445-3016	D-117

Bookstore www.centralgatech.edu/bookstore			
Warner Robins (478) 988-6805 Bldg. E			
Macon (478) 757-3409 Bldg. L			
Milledgeville	(478) 445-7281	A-132	
Email: bookstore@centralgatech.edu			

#### **Campus Police/Security** www.centralgatech.edu/public-safety In an emergency, dial 911 (8911 from CGTC phone) Warner Robins (478) 988-6993 Macon (478) 757-3453 Milledgeville (478) 445-2350 Crawford (478) 836-6001 (478) 783-3017 Hawkinsville Jones (478) 986-4370 (478) 992-2717 Monroe Peach (478) 218-3746 Putnam (706) 923-5000 (478) 945-2206 **Twiggs** Day: (478) 508-5158 **GA VECTR Center** Night: (478) 662-4990

CARE Center www.centralgatech.edu/studentresources			
Warner Robins (478) 218-3380 A-122			
Macon J-135		J-135	
Milledgeville (478) 757-5295 A-145			
Email: carecenter@centralgatech.edu			

Career Services www.centralgatech.edu/career			
Warner Robins (478) 218-3764 A-125			
Macon (478) 757-3431 Bldg. L			
Milledgeville (478) 445-2305 -			
Email: jobsinc@centralgatech.edu			

Cashier		
Warner Robins	(478) 218-3387	A-129
Macon	(478) 757-3412	J-152
Milledgeville	(478) 445-2303	A-141*

# **Directory of College Departments**

Computers for Student Use		
Warner Robins	Academic Success Center Library	
Macon	Academic Success Center Library	
Milledgeville	Academic Success Center Library	
Crawford	Room 114 and Room 125	
Hawkinsville	Study Lab (Room 108)	
Monroe	Room 107C	
Putnam	General Core Lab	

Cosmetology Services		
Warner Robins	(478) 988-6913	B-106
Macon	(478) 757-3420	B-217
Milledgeville	(478) 445-2332	E-111

Counseling Resource Center www.centralgatech.edu/counseling		
All Locations (478) 476-5167		
Email: counseling@centralgatech.edu		

Dental Hygiene Clinic		
Warner Robins	(478) 218-3348	B-101
Macon	(478) 757-3488	J-177

Distance Education/Online Classes www.centralgatech.edu/online-classes		
All Locations (478) 757-2507		
Email: online@centralgatech.edu		

Financial Aid www.centralgatech.edu/financialaid			
Warner Robins (478) 988-6871 A-139			
Macon (478) 757-3422 J-115			
Milledgeville (478) 445-2317 A-127			
Email: finaid@centralgatech.edu			

Foundation www.centralgatech.edu/foundation		
Warner Robins		E-112
Macon	(478) 757-3503	A-413
Milledgeville		-
Email: foundation@centralgatech.edu		

IT Helpdesk/Technology www.centralgatech.edu/studenttech		
All Locations (478) 757-3519		
Email: computersupport@centralgatech.edu		

Library Services www.centralgatech.edu/library			
Warner Robins (478) 988-6863 A-108			
Macon (478) 757-3549 I-201			
Milledgeville (478) 445-2333 H-201			
Email: library@centralgatech.edu			

st The room is located inside the Admissions Office

Military and Veterans Financial Aid www.centralgatech.edu/financialaid		
Warner Robins	(478) 218-3392	A-139
Macon	(478) 218-3717	J-117
Email: finaid@centralgatech.edu		

Military and Veterans Services www.centralgatech.edu/military		
All Locations	(470) 240 2000	
GA VECTR Center (478) 218-3900		
Email: info@gavectr.org		

Recruitment Office		
All Locations (478) 218-3789		
Email: cgtcrecruitment@centralgatech.edu		

Registrar www.centralgatech.edu/registrar		
Warner Robins		A-107*
Macon	(478) 757-5294	J-119*
Milledgeville		A-141*
Email: registraroffice@centralgatech.edu		

Special Populations/Disability Services www.centralgatech.edu/specialpops			
Warner Robins (478) 218-3229 C-123			
Macon	(478) 476-5137 J-105		
Milledgeville			
Email: specialpops@centralgatech.edu			

Testing Center www.centralgatech.edu/testingcenter			
Warner Robins (478) 218-3390 A-126			
Macon (478) 757-2508 J-141			
Milledgeville (478) 757-2508 A-125			
Email: matesting@centralgatech.edu			

Titans Café			
Warner Robins (478) 218-3783 Bldg. G			
Macon	(478) 476-5144	Bldg. I	

Vending Machines/Student Lounge		
Warner Robins	Buildings C, G, H, and W (3rd floor)	
Macon	Buildings G, H, I (Café and 3rd floor), J, K, and N	
Milledgeville	Buildings A and H (1st and 3rd floors)	
Crawford	Breakroom	
Hawkinsville	Lobby	
Peach	Breakroom	
Monroe	Breakroom	
Putnam	Break area	

Workforce Innovation and Opportunity Act (WIOA)			
Warner Robins (478) 218-3208 A-121			
Macon (478) 757-6621 Bldg. L			



# **Guide to College Departments**

#### **Academic Success Center**

Provides individual and group tutoring, academic and study skills workshops, assistance with student technology, program placement test guidance, and more. Academic Success Center services are offered at no charge.

#### **Admissions**

Processes applications for new students, assists with program changes, manages the competitive selection process for health sciences programs, handles changes in student information and program changes, and works with students to ensure that all application steps have been completed.

#### **Barbering Services**

Provides services such as cuts, styles, shaves, and relaxers. All work is performed by CGTC students.

#### **Bookstore**

Location where students can purchase textbooks, school supplies, program supplies, CGTC apparel, snacks, and more.

#### **Campus Police/Security**

Provides security and safety services, maintains lost-and-found, and more.

#### **CARE Center**

Advises new students and helps students sign up for classes; provides resources and guides for all students; helps students with technology such as BannerWeb, Blackboard, and the Student Portal; and directs students to other resources, such as Special Populations and Career Services, as needed.

#### **Career Services**

Offers career counseling, resume and job search assistance, online job database, career fairs, Workforce Innovation and Opportunity Act (WIOA), and more.

#### Cashier

Location where students can make a payment for expenses such as tuition and fees and parking tickets.

## **Computers for Student Use**

Locations where students can use computers and printers.

# **Cosmetology Services**

Provides services such as hair color, perms, cuts, styles, relaxers, manicures, pedicures, facials, and hair removal. All work is performed by CGTC students.

# **Counseling Resource Center**

Offers confidential assistance with issues such as anxiety, stress, emotional problems, relationships, and alcohol/substance abuse. Additional services may include: coping skills, crisis management, anger management, support groups, and community referrals. Services are provided by a non-judgmental, licensed professional.

#### **Dental Hygiene Clinic**

Provides dental hygiene services such as dental cleaning and exams, screenings, radiographs, teeth whitening, fluoride treatments, and more. All work is performed by CGTC students.

# **Distance Education/Online Classes**

Provides technical support for online classes. Please contact your instructor first.

#### **Financial Aid**

Coordinates financial aid programs, including the federal PELL Grant, HOPE Scholarship and Grant, veteran's benefits, Federal Direct Loans, Federal Supplemental Educational Opportunity Grant (FSEOG), and the HOPE Career Grant.

#### **Foundation**

Provides scholarships to assist students with tuition and fees, textbooks, program supplies, and more (some restrictions apply).

## IT Helpdesk/Technology

Provides login support for classroom and lab computers, student email, Student Portal, and Microsoft Office 365.

## **Library Services**

Locations for students to access computers, books, magazines, videos, and online learning resources, and to make copies. CGTC students can also borrow materials and use library resources at Fort Valley State University, Georgia College and State University, Middle Georgia State University, and any of Georgia's technical colleges.

### Military and Veterans Financial Aid

Works specifically with military-affiliated students for VA benefits and other types of financial aid.

# Military and Veterans Services

Offers academic advising, transitional guidance, and opportunities for students to connect with other military-affiliated students.

#### Registrar

Handles withdrawals and enrollment verifications. Reviews transcripts for transfer credit. Processes graduation applications and transient applications.

# **Special Populations/Disability Services**

Provides resources for students who are single parents, economically disadvantaged, displaced homemakers, dislocated workers, special needs, and/or enrolled in non-traditional programs. Offers testing accommodations, alternative textbook formats, assistive technology, and more to qualified students with disabilities.

#### **Testing Center**

Administers placement tests, the ACT WorkKeys® assessment, the Test of Essential Academic Skills (TEAS), pest control exams, CLEP exam, and more.

#### **Titans Café**

Location to purchase hot food, sandwiches, salads, snacks, and beverages. Students can call ahead to place an order.

# **Vending Machines/Student Lounge**

Locations to purchase snacks and cold beverages.

# Workforce Innovation and Opportunity Act (WIOA)

A federally-funded program that provides training and assistance with tuition and fees, textbooks and required supplies, uniforms and tools to economically disadvantaged and dislocated workers. Additional support services are available based on individual eligibility and WIOA policy.

> Not sure who to ask? Contact CGTC's Communications Center at (478) 988-6800.