



GUIDE TO STUDENT RESOURCES

CENTRAL GEORGIA
cgtc
TECHNICAL COLLEGE

GUIDE TO THIS GUIDE

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DO YOU NEED FINANCIAL ASSISTANCE WITH PROGRAM-RELATED EXPENSES?
Are you a full-time student? Are you unemployed as a result of a plant or company layoff or facility closure? Are you on a low income budget and/or receiving government assistance?

ASSISTANCE IS AVAILABLE FOR:

Tuition & Fees • Textbooks

Uniform & Tools • Required Program Supplies

Licensure/Certification Expenses • Transportation Stipends

Immunizations & Background Checks

Job Shadowing/Work Experience



ELIGIBILITY CRITERIA

- GPA of at least 2.5
- Enrollment in WIOA eligible occupational program
- Reside in: Baldwin, Bibb, Crawford, Houston, Jones, Monroe, Peach, Pulaski, Putnam, Twiggs, or Wilkinson County
- Completion of at least one semester (12 credit hours) or competitively selected into health science program (e.g., LPN, RN, Rad Tech, Dental Hygiene)
- Desire to obtain full-time employment upon graduation



Attend a WIOA orientation session to learn more about WIOA services and eligibility!

Orientation locations and times are posted at centralgatech.edu/wioa

FOR MORE INFORMATION:

📞 478-476-5252

🌐 centralgatech.edu/wioa

✉️ wioa@centralgatech.edu

CENTRAL GEORGIA
cgtc
TECHNICAL COLLEGE

**WORK
SOURCE
GEORGIA**
Middle Georgia

ELIGIBLE WIOA PROGRAMS OF STUDY

Major Code	Major Description	Award Level
ACT2	Air Conditioning Technology	Diploma
AST2	Aircraft Structural Technology	Diploma
AN43	Associate of Science in Nursing (Registered Nurse)	Degree – Traditional Track
AF93	Associate of Science in Nursing Bridge (Registered Nurse)	Degree – Bridge Track (LPN/Paramedic to RN)
AT14	Automotive Technology	Diploma
AM43	Aviation Maintenance Technology	Degree
CT13	Cardiovascular Technology	Degree
CT61	Commercial Driving – Class A	Technical Certificate
CA61	CompTIA A+ Certified Preparation	Technical Certificate
CA71	CompTIA A+ Certified Technician Preparation	Technical Certificate
CP23	Computer Programming	Degree
CS23	Computer Support Specialist	Degree
CY13	Cybersecurity	Degree
DH13	Dental Hygiene	Degree
DTM1	Diesel Truck Maintenance Technician	Technical Certificate
EC13	Early Childhood Care and Education	Degree
EC23	Echocardiography	Degree
ES22	Electrical Systems Construction and Maintenance	Diploma
ET13	Electronics Technology	Degree
IS13	Industrial Systems Technology	Degree
IST4	Industrial Systems Technology	Diploma
ITP3	Information Technology Professional	Degree
DM23	Logistics Management	Degree
MA23	Medical Assisting	Degree
CLT3	Medical Laboratory Technology	Degree
NS13	Networking Specialist	Degree
CN21	Nurse Aide (Certificated Nursing Assistant)	Technical Certificate
OT13	Orthopedic Technology	Degree
PT13	Paramedicine	Degree
PT22	Pharmacy Technology	Diploma
PTA3	Physical Therapist Assistant	Degree
PN12	Practical Nursing (Licensed Practical Nurse)	Diploma
RT23	Radiologic Technology	Degree
ST13	Surgical Technology	Degree
WAJ2	Welding and Joining Technology	Diploma
AE81 – VECTR	AI Enhanced Robotic Manufacturing Specialist	Technical Certificate (Accelerated)
ACK1 – VECTR	Air Conditioning Electrical Technician	Technical Certificate (Accelerated)
AZ31 – VECTR	Air Conditioning Technician Assistant	Technical Certificate (Accelerated)
FS31 – VECTR	Basic Shielded Metal Arc Welder	Technical Certificate (Accelerated)
CW11 – VECTR	Certified Warehouse and Distribution Specialist	Technical Certificate (Accelerated)
CN71 – VECTR	CISCO Network Specialist	Technical Certificate (Accelerated)
CEC1 – VECTR	Commercial Electrical Construction	Technical Certificate (Accelerated)
GM31 – VECTR	Gas Metal Arc Welder	Technical Certificate (Accelerated)
GTA1 – VECTR	Gas Tungsten Arc Welder	Technical Certificate (Accelerated)
IE41 – VECTR	Industrial Electrician	Technical Certificate (Accelerated)
IC41 – VECTR	Inventory Control Technician	Technical Certificate (Accelerated)
Economic Development	Certified Ethical Hacker Bootcamp	Non-Credit
Economic Development	CompTIA Network+ Bootcamp	Non-Credit
Economic Development	CompTIA PenTest+ Bootcamp	Non-Credit
Economic Development	CompTIA Security+ Bootcamp	Non-Credit
Economic Development	FAA A&P License Refresher Course	Non-Credit
Economic Development	Industry Fundamentals	Non-Credit
Economic Development	Industry Ready Manufacturing (40, 80, 160 hours)	Non-Credit
Economic Development	Nursing Re-entry Program LPN / RN	Non-Credit



WIOA PRE-SCREENING FORM

Return form to a WIOA office or email to wioa@centralgatech.edu

(Print) FIRST, MI NAME: _____ (Print) LAST NAME: _____

DOB: ____/____/____ AGE: ____ SS# Last (4) digits: XXX-XX ____ COUNTY: _____

Residing Address: _____ City: _____ State: _____ ZIP : _____

Phone#: (____) _____ Alt. Phone#: (____) _____ Student ID#: _____

Email: _____

Married ☐ Single ☐ Separated ☐ Divorced ☐ Semester Year: Fall ____ Spring ____ Summer ____

Who do you reside with? Parents/siblings ☐ Spouse ☐ Family member ☐ Friends ☐ Self ☐

CURRENT EDUCATION

Major/Program of Study: _____ Level: DEGREE OR DIPLOMA GPA: _____

When do you expect to graduate from CGTC? Month/Year ____/____

PRIOR EDUCATION

List prior, most recent educational diploma, degree, and/or certification

College: _____ Credential: _____ Year Graduated _____

High School or GED? School Name: _____ Month/Year Graduated? ____/____

HEALTH PROGRAM STUDENTS

Have you completed core prerequisite classes and made the selection list into your program? ☐ YES ☐ NO

If Yes, Month/Year: ____/____ If No, when do you expect to make selection? ____/____

HAVE YOU APPLIED FOR FINANCIAL AID? ☐ YES ☐ No

(A current financial aid application must be submitted regardless of your eligibility.)

EMPLOYMENT

Current Employer's Name: _____ City: _____ Start Date: _____

Full-time: ____ OR Part-time ____ Hourly Wage: \$ _____ Title: _____

If not, last date employed: Month/Year: ____/____ Company's Name: _____

How many other adults employed in household? ____ Relationship: _____

HOUSEHOLD (Individuals receiving Public assistance or Unemployment benefits are usually income eligible)

Do you currently receive any assistance or benefits listed below? (Check all that apply)

Food Stamps (Monthly) \$ _____ Unemployment Benefits (Weekly) \$ _____ TANF (Monthly) \$ _____

Child Support (Monthly) \$ _____ Social Security (Monthly) \$ _____ SSI (Monthly) \$ _____

VA GIBill benefits ☐ PELL ☐ HOPE ☐ Student Loans ☐ Family/Friends ☐

Your Household Size? (Circle one): 1 2 3 4 5 6 7 8 Estimated Monthly Gross Household Income: \$ _____

If applicable, how many of your children in the household are under the age of 13-yrs. old? _____

Who referred you to WIOA? _____

Signature: _____ Date: _____

By signing, you agree that all information you've listed on this form is true to the best of your knowledge.

WIOA is not an entitlement program; therefore, services are not provided to everyone. Our ability to serve you depends upon the following: Availability of funds to aid; Eligibility based on WIOA Selection policies & regulations; WIOA approved program of study; and Determination & qualifications necessary to graduate and obtain training-related employment.

FOR OFFICE USE ONLY – DO NOT WRITE IN THIS AREA: Is student eligible for Application? YES NO Date: _____

SPECIAL POPULATIONS

Special Populations Office

CGTC's Special Populations Office provides support services to students who are classified as "special populations." Available services include:

- Assistance with book purchases through the Lending Library (based on availability of funds)
- Assistance with program materials such as smocks, scrubs, tools, and more
- Assistance with classroom accommodations
- Career guidance and assessments
- Student resource guides and referral information
- Identification of resources to meet student needs
- Language translation services, free website translation
- Transportation assistance



Special populations students fall within at least one of the following categories:

- **Single parents:** An individual who is not married and has custody of and is responsible for the care of one or more minor children, or an individual who is not married and is currently pregnant.
- **Out-of-Workforce Individuals:** Someone who has been out of the job market for a period of time and now needs to return to work for financial reasons due to separation, divorce, disability, or death of a spouse.
- **Individuals who are Economically Disadvantaged:** A credit-hour student who is a needs-based financial aid recipient of Pell or Temporary Aid to Needy Families (TANF); including low income youth and adults.
- **Individuals Preparing for Non-Traditional Fields:** A student enrolled in a program in which one gender makes up less than 25% of the total number of workers in that occupation (examples include, but are not limited to, a male student enrolled in the nursing program or a female student enrolled in the welding program).
- **English Learners:** A student whose first/native language is not English.
- **Individuals with Disabilities:** A student with a physical or mental impairment that substantially limits one or more major life activities, such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working.
- **Homeless Individuals**
- **Youth Populations:** Youth who are in, or have aged out of, the foster care system or youth with parents on active duty in the armed forces.

Contact Information

If you identify as one or more special populations categories and need assistance, contact the Special Populations Office:

specialpops@centralgatech.edu
(478) 218-3229

Warner Robins

(Serving Crawford, Dooly, Houston, Peach, Pulaski, and Twiggs Counties)

Macon

(Serving Baldwin, Bibb, Jones, Monroe, and Putnam Counties)

Community Resources



Baldwin, Bibb,
Jones, Monroe,
& Putnam Counties



Crawford, Dooly,
Houston, Peach, Pulaski,
& Twiggs Counties

www.centralgatech.edu/specialpops

Updated: 02/19/2025



SPECIAL POPULATIONS FORM

Student Information			
Last Name	First Name	Middle	Student ID Number
Phone Number		Email Address	
Program of Study		<input type="checkbox"/> Degree <input type="checkbox"/> Diploma <input type="checkbox"/> Certificate	
In what semester and year are you taking classes? <input type="checkbox"/> Fall 20____ <input type="checkbox"/> Spring 20____ <input type="checkbox"/> Summer 20____			
Where are you taking classes? <input type="checkbox"/> Aerospace Training & Sustainment Center (Boeing and Yulista)			
<input type="checkbox"/> Macon Campus	<input type="checkbox"/> Crawford County Center	<input type="checkbox"/> Monroe County Center	<input type="checkbox"/> GA VECTR Center
<input type="checkbox"/> Milledgeville Campus	<input type="checkbox"/> Hawkinsville WDC	<input type="checkbox"/> Peach County WDC	<input type="checkbox"/> Online
<input type="checkbox"/> Warner Robins Campus	<input type="checkbox"/> Jones County Center	<input type="checkbox"/> Putnam County Center	<input type="checkbox"/> High School: _____

Special Populations Information
In order to best serve the needs of our students, please check all that apply to you:
<input type="checkbox"/> I have a physical, mental, and/or learning disability. *
<input type="checkbox"/> I am a single parent (divorced, widowed, never married, or single and currently pregnant).
<input type="checkbox"/> My native language is not English and I have a limited ability to write and/or understand English.
<input type="checkbox"/> I am from an economically disadvantaged family (includes low-income youths (14-24 years old) and adults).
<input type="checkbox"/> I am unemployed or underemployed.
<input type="checkbox"/> I am homeless. **
<input type="checkbox"/> I am 14-24 years old and in the foster care system, or I have aged out of the foster care system.
<input type="checkbox"/> I am 14-24 years old with one or more parents who are on active duty in the armed forces.
<input type="checkbox"/> I am preparing for a non-traditional career. ***
<input type="checkbox"/> None of the above apply to me or I choose not to disclose this information.

Office of Special Populations Contact via email at specialpops@centralgatech.edu
<input type="checkbox"/> Macon Campus Building J, Office 105 Phone: 478-218-3229 <i>Serving Baldwin, Bibb, Jones, Monroe, and Putnam counties</i>
<input type="checkbox"/> Warner Robins Campus Building C, Office 104 Phone: 478-218-3229 <i>Serving Crawford, Dooley, Houston, Peach, Pulaski, and Twiggs counties</i>
<input type="checkbox"/> Milledgeville By appointment.

*Accommodations are available to students who are Disabled. To request special accommodations, please contact the Special Populations Office for your county.

**Homeless, as described in the McKinney-Vento Homeless Education Assistance Act, you may be homeless if your address provided is: 1. temporary living arrangement due to loss of housing or economic hardship or 2. your current address a temporary living arrangement? If you answered YES to these two questions, and if you are staying in a motel/hotel; shelter; with more than one family in a house or apartment; a place not designed for ordinary sleeping accommodations, such as a car, park, or campsite; or moving from place to place, you are considered homeless.⁶

***Non-traditional occupations are those in which one gender makes up less than 25% of the total number of workers. Examples of non-traditional careers for men include cosmetology, dental hygiene, early childhood care and education, and nursing. Examples of non-traditional careers for women include auto mechanic, carpenter, computer technician, and welder.

Signature _____

Date _____

As set forth in its student catalog, Central Georgia Technical College (CGTC) does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law). The following person has been designated to handle inquiries regarding the non-discrimination policies: The Title VI/Title IX/Section 504/ADA Coordinator for CGTC non-discrimination policies is Cathy Johnson, Executive Director of Conduct, Appeals & Compliance; Room A-136, 80 Cohen Walker Drive, Warner Robins, GA 31088; Phone: (478) 218-3309; Fax: (478) 471-5197; Email: cajohnson@centralgatech.edu.





Tuition and Fees Scholarships

Will require an essay and instructor recommendation

2024 Fall Tuition Scholarships: June 24, 2024 – July 26, 2024

2025 Spring Tuition Scholarships: October 28, 2024 – November 29,

2025 Summer Tuition Scholarships: March 31, 2025 – May 1, 2025

Textbook Scholarships

Awards are first come, first served based on your out-of-pocket expenses

You must upload a copy of your receipt from the purchase of your textbook(s)

All financial aid paperwork must be complete

All holds must be cleared from the account

2024 Fall Textbook Scholarships: October 7, 2024 – October 14, 2024

2025 Spring Textbook Scholarships: March 3, 2025 – March 10, 2025

2025 Summer Textbook Scholarships: May 30, 2025 – June 10, 2025

****Please note that the above scholarship dates are tentative and may be subject to change.***

THE HOME OF CENTRAL GEORGIA TECH ATHLETICS

[SPORTS](#)[INSIDE ATHLETICS](#)[MULTIMEDIA](#)[RECRUITS](#)[LINKS](#)[TEAM STORE](#)[CGTC HOME](#)

Athletics Facilities

Titans Arena



Formerly known as The Historic Ballard-Hudson School, Titans Arena opened in fall 2013 and is home to the CGTC Titans men's and women's basketball teams.

In addition to hosting the Titans' home basketball games, Titans Arena includes several classrooms that are used by the CGTC Adult Education division.

In 2016, the facility also became home to the William S. Hutchings College & Career Academy.

Titans Arena

1760 Anthony Road

Macon, GA 31204

[Map](#)

Larry Walker Arena



Named in honor of former Georgia legislator Lawrence C. "Larry" Walker, Jr. in January 2015, the facility originally opened in fall 2012.

The Walker Building is also home to the CGTC Titans men's and women's basketball games. In addition to housing Larry Walker Arena, the building includes classroom space, a well-equipped fitness center, and a weight room.

Lawrence C. "Larry" Walker, Jr. Building

80 Cohen Walker Drive

Warner Robins, GA 31088

[Map](#)

Wellness Centers



Central Georgia Technical College offers a wellness center on both the Macon and Warner Robins campuses. The centers are open to all CGTC student-athletes, students, faculty and staff. The facilities have a wide range of equipment including treadmills, stationary bikes, and elliptical machines. Other equipment includes free weights, bench presses, lifting platforms, and a universal machine. There are also jump ropes, pull up bars, foam rollers, stability balls, plyometric boxes, and exercise mats for use.

The facilities also have separate shower areas for men and women and flat screen televisions.

Wellness Center Hours of Operation

Warner Robins Campus

Monday - Thursday | 7:45 a.m. - 4:45 p.m. and Friday 7:45 a.m. - 3:30 p.m.

Macon Campus

Monday - Thursday | 10:00 a.m. - 7:00 p.m. and Friday 10:00 a.m. - 3:30 p.m.





Athletics Directory

Administration

Name	Title	Phone	E-Mail
Cathy Johnson	Athletics Director	478-297-7336	cajohnson@centralgatech.edu
Dr. Crystal Cooper-Riley	Athletic Trainer	478-757-4361	ccriley@hhc.org
Ronnie Chester	Wellness Center Coordinator	478-757-4363	rchester@centralgatech.edu

Women's Basketball

Name	Title	Phone	E-Mail
John Gordon	Women's Basketball Head Coach	(478) 476-5157	jogordon@centralgatech.edu
Sherry Richards	Women's Basketball Assistant Coach		slrichards@centralgatech.edu
Faren Harris	Women's Basketball Assistant Coach		fkharris@centralgatech.edu

Men's Basketball

Name	Title	Phone	E-Mail
Gerald Fitch	Men's Basketball Head Coach	478-476-5154	gfitch@centralgatech.edu

Football Coaches

Name	Title	Phone	E-Mail
Kato Hitson	Football Head Coach	478-319-6218	dhitson@centralgatech.edu
Vetrimyer Miller	Football Assistant Head Coach		vjmiller@centralgatech.edu
Matt Diniak	Offensive Coordinator		mdiniak@centralgatech.edu

Women's Soccer Coaches

Name	Title	Phone	E-Mail
Kiké Fuentes	Head Coach	(478) 218-3798	jfuentesduarte@centralgatech.edu
Annette Weiche	Women's Assistant Soccer Coach	(478) 218-3365	aweiche@centralgatech.edu
JoBen Rivera-Thompson	Goalkeeper Coach	(478) 757-3516	jriviera-thompson@centralgatech.edu

Men's Soccer Coaches

Name	Title	Phone	E-Mail
Kiké Fuentes	Head Coach	(478) 218-3798	jfuentesduarte@centralgatech.edu
Miguel Paredes	Men's Assistant Soccer Coach		mparedes@centralgatech.edu
JoBen Rivera-Thompson	Goalkeeper Coach	(478) 757-3516	jriviera-thompson@centralgatech.edu



CGTC STUDENT CLUBS AND ORGANIZATIONS

Cyber Security Club (CSC)

The Cyber Security Club is a student-run club with the goal of providing outside-of-class activities relevant to the ever-growing world of Cyber Security. The club also provides personal and professional networking opportunities for those who have an interest for Cyber Security. We bring in people in the field in order to teach and explain various topics in cyber security and career topics. Students leave with valuable experience proven to be useful during interviews and jobs. This club is not just for CIST students but membership is opened to ALL currently enrolled CGTC Students. Cyber Security is EVERYONE's business!



Advisor:

Macon Campus.....Jacqueline Farms..... jfarms@centralgatech.edu.....(478) 757-3566

Digital Titans Gaming Club (DTGC)

Our goal is to expand the students' creative, anime mind and build social skills among CGTC students. Esports is an ideal opportunity for students who are not necessarily interested in traditional athletics, but want to be part of a team. Esports bridges STEM education that involves data statistical analysis, media design, game coding with strategic learning in using computer programs. There will be opportunities to participate in college level competitive gaming sports while evolving a digital community of CGTC student gamers. The Digital Titans Gaming Club will allow students time to enjoy gaming while developing collaboration, responsiveness, and Esportsmanship which supports team building skills. Open to all currently enrolled CGTC students, including the dual enrollment student population. "Level up your creativity and become a Digital Titan!"



Advisor:

Macon Campus.....Karen White..... kswwhite@centralgatech.edu.....(478) 218-3361

Future Business Leaders of America-Phi Beta Lambda (FBLA-PBL)

Future Business Leaders of America (FBLA) is a nonprofit educational association for students who are interested in learning more about the free enterprise system. FBLA is a nationally recognized club in the United States of America. The Phi Beta Lambda (PBL) division is for college students, with over 8,000 members and more than 350 chapters. FBLA-PBL inspires and prepares students to become community-minded business leaders in a global society through relevant career preparation and leadership experiences.



Advisors:

Warner Robins Campus..... Courtney Watkins..... cwatkins@centralgatech.edu.....(478) 218-3716
 Warner Robins Campus.....Sydney Hall.....sshall@centralgatech.edu.....(478) 476-5172



Georgia Occupational Award of Leadership (GOAL)

The Georgia Occupational Award of Leadership (GOAL) program was launched during the 1971-1972 academic year. Since then, outstanding students attending Georgia's technical colleges have been recognized annually for academic excellence and personal achievement. The College selects an instructor-nominated student to represent the institution annually.



Advisor:

Warner Robins CampusJoBen Rivera-Thompson jrivera-thompson@centralgatech.edu (478) 757-3516

Glee Club

The mission of the CGTC Glee Club Organization is to provide students with a medium of musical expression in a creative learning environment, which encourages appropriate musical fundamentals, provides opportunities for individual and shared performances, and to represent the college throughout the community, region, nation, and world. We cultivate teamwork, leadership, creativity, and friendships that will support our members for the rest of their lives no matter what career path they choose.



Advisor:

Macon Campus Betty Finney bfinney@centralgatech.edu (478) 757-3559

Health Occupations Students of America (HOSA)

HOSA is a student led organization that provides opportunities for skills, leadership, and advocacy for healthcare students. HOSA core values are learn, lead, serve, and innovate. HOSA mission is to empower future health professionals to become leaders in the global health community through education, collaboration, and experience.



Advisor:

Warner Robins Campus..... Andrea Stephensonastephenson@centralgatech.edu.....(478) 218-3211

National Technical Honor Society (NTHS)

The National Technical Honor Society currently serves approximately 100,000 active members and nearly a million members since its inception in 1984. Has awarded over \$2 million in scholarships to NTHS honors the achievements of students, provides scholarships to encourage the pursuit of higher education, and cultivates excellence in today's highly competitive, skilled workforce. For over 30 years, NTHS has been the acknowledged leader in the recognition of outstanding student achievement in career and technical education. NTHS helps schools recognize students for their achievement in career and technical education. Members receive a membership certificate in a professional presentation portfolio. In addition, members receive an official NTHS diploma seal, graduation tassel, lapel pin, and window decal to show their affiliation with NTHS.



Advisor:

Warner Robins Campus..... Tammie Hendersonthenderson@centralgatech.edu.....(478) 476-5152



Raising Expectations of Achievement (REACH)

The REACH (Raising Expectations of Achievement) organization is a mentorship organization providing support to students, more specifically, men of color through mentorship and college internal and external resources. Mentors and male student participants continue to build the mentor-mentee relationship both during the bi-weekly sessions and during events outside of this designated group time. REACH strives to create a college community which pursues, empowers, and fosters an environment for student success, networking, and leadership during the college experience and beyond.



The virtual REACH sessions however are active and available for all to attend. These are bi-weekly Student Sessions accessible to students at all CGTC campus locations. For more information on the sessions and upcoming events, visit the webpage at <http://cgtc.io/reach>.

Contact Information:

Macon Campus..... Rolandria Tolbert..... rdtolbert@centralgatech.edu.....(478) 757-3404

On-site REACH Session Locations:

Macon Campus..... (ASC; Room D-124).....cgtcreach@centralgatech.edu.....(478) 757-3539

Milledgeville Campus..... (ASC; Room A-121)..... cgtcreach@centralgatech.edu(478) 445-2322

Warner Robins Campus..... (ASC; Room C-101).....cgtcreach@centralgatech.edu.....(478) 218-3326

Skills USA

A nationwide network of students and instructors in a common bond with industry. SkillsUSA is a partnership working together to ensure America has a skilled workforce. SkillsUSA helps each student excel. SkillsUSA activities develop positive attitudes, build self-esteem and empower students to excel. Students are given a head start in developing valuable professional skills such as communications, interpersonal abilities, time management, teamwork and more. Because SkillsUSA works hand-in-hand with business and industry, students get the skills employers want. Was established in 1965. Benefits of the organization include scholarships and award opportunities and access to career resources and industry contacts. Dues are required to join.



Advisors:

Macon/Milledgeville Campus Brione Burrowsbburrows@centralgatech.edu(478) 757-6636

Warner Robins Campus..... Andrew Halladhall@centralgatech.edu.....(478) 218-3239

Student Government Association (SGA)

The Student Government Association (SGA) includes students from all programs of study with officers selected by the student body and/or SGA advisors. The purpose of the organization is to promote better relations between the students, faculty and administration. To improve moral and provide a forum. Provide orderly direction of campus life activities, develop attitudes of, and practices in good citizenship. To positively promote the general welfare of the college and provide an intellectual, social and cultural environment that maximizes potential and enhances student success.



Advisors:



STEM Club

The vision of the CGTC STEM Club is to offer research skills development, critical thinking skills, confidence building, presentation training, and STEM project experiences to engage the minds of CGTC students in Science, Technology, Engineering, and Mathematics focused career paths.

To join visit cgtc.io/STEM For more information, email STEM@centralgatech.edu



Advisor:

Warner Robins Campus KiAra Davis..... kdavis@centralgatech.edu478-218-3829

Titans Club Cheer Spirit Squad

Club Cheer is the spirit of CGTC! Members will cheer for the Titans and represent the college at community events. Positive attitude and CGTC pride are a must! As a student-led, club cheerleading team, members will perform exciting cheers and dance routines featuring skilled jumps and low to medium level stunts. Share your excitement for CGTC with Club Cheer and have fun doing it!



Advisor:

Macon & WR Campus Valarie Edwards.....clubcheer@centralgatech.edu.....(478) 757-3496



FUTURE KINGS START HERE

SUPPORT.
MENTORS.
BROTHERHOOD.
COMMUNITY.
SUCCESS.

REACH is a student organization dedicated to improving retention and graduation rates. All students are invited to participate in sessions and mentor activities. Resources and information are valuable for all students, regardless of race, ethnicity, or gender, aiding their success in graduation and future careers.



Networking,
Personal
Growth,
Leadership
Opportunities,
& More!



*Student Sessions are offered
bi-weekly on all three main campus
locations— Macon, Warner Robins,
& Milledgeville.*

*For more info, scan the QR
or visit: cgtc.io/REACH*



ARE YOU A SINGER, MUSICIAN, OR POET?

CGTC GLEE CLUB NEEDS YOU!

The Glee Club is a musical ensemble, comprised of both men and women, that will perform at a variety of events each semester. The club is open to all enrolled CGTC students in good standing.

*Auditions are NOT required.

If you are interested in joining
the CGTC Glee Club, please contact:

Betty Finney at bfinney@centralgatech.edu





For more information:

Courtney Watkins

(478) 218-3716

cwatkins@centralgatech.edu



FBΛ·ΦΒΛ®

Future Business Leaders of America -
Phi Beta Lambda is the largest business
career student organization in the world!



Join SGA & SkillsUSA!

back-to-back meetings, in person & via webex

Student Government Association

Student leadership and campus representation

Questions? Contact an SGA advisor:

WARNER ROBINS/ MACON Valarie Edwards
vedwards@centralgatech.edu | 478-757-6636

MILLEDGEVILLE Jessica Coats
jcoats@centralgatech.edu | 478-757-3496



Jazmin Bennett

President



Amanda Morales Serrano

Vice President



SkillsUSA®

Workforce preparation through competitions & leadership

Questions? Contact a SkillsUSA advisor:

MACON / MILLEDGEVILLE Brione Burrows
bburrows@centralgatech.edu | 478-757-6636

WARNER ROBINS Andrew Hall
adhall@centralgatech.edu | 478-218-3239

MILLEDGEVILLE Jessica Coats
jcoats@centralgatech.edu | 478-445-2322



Find more detailed information about these and other clubs & organizations at cgtc.io/clubs



CGTC IS MAKING STUDY
ABROAD POSSIBLE FOR
MORE STUDENTS!

JOIN US IN
The Caribbean
Central &
South America
Africa
Europe



Scan QR code
or visit
cgtc.io/StudyAbroad
InterestForm

STUDY ABROAD

Short-Term • Faculty-Led
Service-Learning • Technical-Focused
& General Studies Programs
Non-Traditional Locations
Diverse Experiences



IDEAS
INCREASE & DIVERSIFY
EDUCATION ABROAD
FOR U.S. STUDENTS

CENTRAL GEORGIA
cgtc
TECHNICAL COLLEGE

Central Georgia Technical College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees, diplomas, and technical certificates of credit.

This item was funded [in part] by a grant from the United States Department of State. The opinions, findings & conclusions stated herein are those of the authors and do not necessarily reflect those of the United States Department of State.



Connect With Us!

CENTRAL GEORGIA
cgtc
TECHNICAL COLLEGE

Stay up to date with the latest Titan
news, campus activities, and more!



cgtc.io/instagram



cgtc.io/facebook



cgtc.io/LinkedIn



cgtc.io/twitter



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LOFTS

AT HOUSTON CENTRAL

CGTC IS
YOUR
COLLEGE



TO FEEL
AT HOME

CENTRAL GEORGIA TECHNICAL COLLEGE

SCAN OR VISIT

cgtc.io/lofts



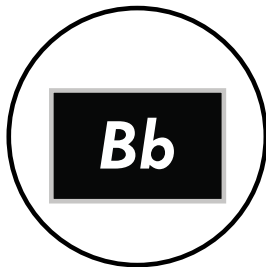
CENTRAL GEORGIA
cgtc
TECHNICAL COLLEGE



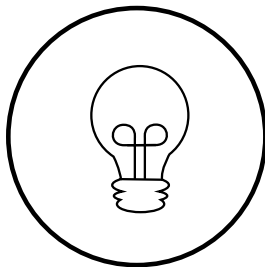
COLLEGE SUCCESS

V I D E O S E R I E S

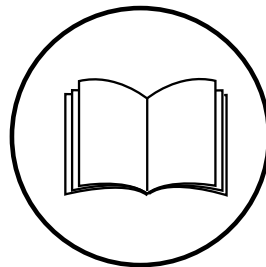
START SMART



Blackboard



Tips for Dual
Enrollment Students



Study Strategies



Technology
WalkThrus

SCAN NOW

Scan the QR code using your phone to instantly
view our video playlist and start paving
the path to success!

cgtc.io/startsmart





TEXTBOOKTIPS

1ST WEEK OF CLASS

1. **Print** your schedule (located on Bannerweb)
2. **Search** for your textbooks/prices on the CGTC bookstore website
3. **Use** the textbook ISBN # to comparison shop online
4. **Accept** your financial aid award, if applicable (For help visit catc.io/FAFAQ)
5. **Check** financial aid dates for the last day you can use financial aid in the bookstore.
6. **Secure** all books and access codes before class starts

*If there is no information listed for your course on the CGTC bookstore, you will need to wait to check your course syllabi (located in blackboard) for any required materials.

RESOURCES...

Foundation Textbook Scholarships

The Foundation can assist students with Textbook Scholarships. Funds are limited and assistance is on a first-come, first-served basis.

Complete the Textbook Scholarship Application online
www.centralgatech.edu/foundation/scholarships

Special Pops Lending Library

The Special Pops lending library allows students to apply for loaner textbooks, supplies, laptops, and more for General education and occupational courses!

Complete the Lending Library Application online
www.centralgatech.edu/specialpops Based on eligibility

WIOA

The Workforce Innovation & Opportunity Act (WIOA) is a federally funded program that assist dislocated workers, low-income individuals, and out of school youth. WIOA provides financial assistance for tuition, fees, textbooks, and so much more!

📞 478-476-5252
✉️ wioa@centralgatech.edu

Based on individual eligibility
and WIOA Policy

Students not using financial aid may comparison shop online for more affordable books or rentals. However, be cautious about purchasing access codes from outside sources. Access codes can only be used once.

NEED MORE TIME...

Free Trial

Some textbooks come with a free trial period for first-time users. You will need to purchase your book before the trial period ends

CGTC Library/ASC

The Library/ASC keep frequently requested textbooks on reserve for use inside their facilities only. Please inquire at your campus library to see if we have the title you need.

SCAN
TO SEARCH
FOR BOOKS



CGTC BOOKSTORE



cgtc@bkstr.com



478-988-6805





CENTRAL GEORGIA TECHNICAL COLLEGE



Warner Robins Campus

Room C-101

(478) 218-3727

Hours

Monday - Thursday
8:00 a.m. - 7:00 p.m.

Friday
8:00 a.m. - 3:00 p.m.

Macon Campus

Room D-124

(478) 757-3674

Hours

Monday - Thursday
8:00 a.m. - 7:00 p.m.

Friday
8:00 a.m. - 3:00 p.m.

Milledgeville Campus

Room A-121

(478) 445-2343

Hours

Monday - Thursday
8:00 a.m. - 6:00 p.m.

Friday
8:00 a.m. - 3:00 p.m.

Tutoring and Workshops

The **Academic Success Center** offers **FREE** tutoring, success skills workshops, and computer assistance.

At the Academic Success Center, you'll receive help with math, English, and other course assignments. Learn to:

- Study smarter, not harder
- Improve test taking skills
- Take better notes
- Comprehend and retain what you read
- Improve computer skills
- ...and more!

Tutors are friendly, patient, and eager to help.



Access our online tutoring services with QuadC
by visiting **cgtc.quadc.io**.



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CENTRAL GEORGIA TECHNICAL COLLEGE **LIBRARY SERVICES**

The **Central Georgia Technical College Libraries** are here to support and assist you in completing your education and moving into a rewarding career.

Visit our campus libraries to:

- ✓ Access computers and study online
- ✓ Print course assignments and scan materials
- ✓ Borrow books and view videos
- ✓ Enjoy quiet study and reading areas
- ✓ Receive help with research

Visit www.centralgatech.edu/library to explore all of the resources available to you, including:

- ✓ GALILEO
- ✓ eBooks
- ✓ Films On Demand
- ✓ Learning Express
- ✓ Ask-A-Librarian - Via Text or Website
- 💬 [Via Text — 478-215-9861](https://www.centralgatech.edu/library)
- 🌐 [Ask Online — libanswers.centralgatech.edu](http://libanswers.centralgatech.edu)

Warner Robins Campus

Building A, Room 108
(478) 988-6863

Macon Campus

Building I, Room 201
(478) 757-3549

Milledgeville Campus

Building H, Room 201
(478) 445-2333

Library Hours

Monday - Thursday
7:45 a.m. - 8:00 p.m.
Friday
7:45 a.m. - 3:00 p.m.

www.centralgatech.edu/library

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To access student technology resources, go to www.centralgatech.edu, and click **Single Sign-On** at the top of the page. Once you log in to the Single Sign-On portal, you will be able to select the technology resource you wish to use without the need to sign in again. To use Single Sign-On, you must set up **Multi-Factor Authentication**. You will need your CGTC **student email address** and **password** to login:

New Students:

Once you're accepted to the college, you should receive an email to the personal email address you provided with your application. This email will include your student credentials and information on how to reset your password.

To reset your password (if you are a new student or have forgotten your password):

1. Click **Student Portal** on the CGTC homepage and click **Reset Password?** under the green login button.
2. Enter your information on the Password Reset form. (All fields are required and all information must be entered exactly as it appears in our records.)
3. Select the drop-down menu under **Reset Password?** Choose **Yes, reset my password**. And select **Submit**.
4. The system will generate a random password for you. It will be displayed in bold. Highlight and copy the password or write it down. Select CGTC Single Sign On page to return to the login screen and log in with your new password.

To change your password:

1. Click **Single Sign On** from the CGTC homepage.
2. In the top right corner of the page, select the **arrow** next to your name and choose **Settings** from the drop down menu.
3. Select **Edit Profile**, verify your current password, then fill out the **Change Password box**, then click **Change Password**.

Set up Multi-Factor Authentication (MFA)

1. Click the Single Sign-On link at the top of the CGTC homepage
2. Enter your college username (student email address) and password
3. Click Sign In
4. Choose an option for MFA set up and follow the prompts

It is recommended that you set up multiple options for MFA. You should use your own phone number to ensure access. CGTC technology resources cannot be accessed without MFA. For specific instructions related to the MFA process for single sign-on, go to cgtc.io/SSOguide.

Log in to Single Sign-On to Use CGTC Technology Resources

1. Click the Single Sign-On link at the top of the CGTC homepage
2. Enter your complete student email address (including the **@student.centralgatech.edu** part) in the username box, type in your password, and click Sign In

Once you access Single Sign-On, you will have access to many academic and technology resources offered for CGTC students. Click the icon for the tool you wish to access and you will be automatically linked to the resource without the need for additional log in. To understand the resources available to you in the Single Sign-On home page, see the back/next page of this guide.



Computers at CGTC

Students can use computers in computer labs, the Academic Success Center, and the Library.

To use a computer on campus

1. Type your **User Name** and **Password** in each box
2. Click the arrow button to proceed

To save your work

Students may save their classwork and education-related documents/files to their Microsoft 365 OneDrive (accessible anywhere with an Internet connection). Personal files such as photos, songs, videos, illegal content, and anything that is not CGTC-related may be deleted without notice. For complete information, visit cgtc.io/StudentTechnology.

OneDrive

1. Log on using Single Sign-On
2. Click the Microsoft 365 Office Portal icon
3. Click the OneDrive icon in the Apps section



Acceptable Computer and Internet Use

Access to technology resources at CGTC is a privilege and not a right. In order to use any of CGTC's technology services, including computers and Internet services, you must abide by the acceptable computer and Internet use guidelines outlined in the catalog, which is available online at cgtc.io/Catalog.

Emails, files stored on College computers, and computer usage are **NOT** private; all usage is monitored for compliance with applicable laws and policies and may be reviewed by College administrators and authorized law enforcement officials. For a list of uses that are NOT permitted, view the Acceptable Computer and Internet Use section of the catalog.

Technology Resources Available Through Single Sign-On

Blackboard

- Access your online, hybrid, or web-enhanced class
- See the syllabus for each class
- See your class schedule, assignments, and messages
- Check assignment grades (if applicable for your class)

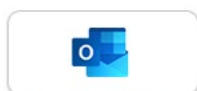


Blackboard

New students will have access to Blackboard within 12 hours of signing up for a Blackboard class; existing students will have access to Blackboard as soon as they sign up for a Blackboard class. Students will not see their classes in Blackboard until the first day of class.

Student Email (Microsoft 365 Mail)

- Check for important information regarding your CGTC student account, including financial aid, balances, and holds
- Stay up to date on campus activities, job opportunities, and more
- Learn about scholarships and college other resources
- Email your instructors and advisor



Microsoft 365 Mail

CGTC student email is the official form of communication for students. It is important to check your email often and delete messages to avoid a full inbox.

Microsoft 365 Office Portal

- Access your CGTC-provided One Drive where you can store files and documents for easy access from anywhere
- Microsoft 365 also offers students no-cost access to software such as MS Word, Excel, PowerPoint, Stream, and many more
- Your instructors may require use of one or more of these resources to complete coursework



Microsoft 365 Office Portal

Financial Aid Forms

- Financial aid staff use this tool to communicate with you regarding requirements to finalize aid
- Register your account to complete the FAFSA verification process, if applicable
- View outstanding requirements and securely upload documents from your phone or other device



Financial Aid Forms

Award Spring (Scholarships)

- View available scholarships each term
- Apply directly online
- Check the status of awards
- Check your student email for notices related to the open application period and awards



Award Spring

Banner Self-Service

- Sign up for classes and see your class schedule
- Drop classes (within first three days of the term)
- See financial aid award amounts and accept terms and conditions
- See charges and payments on your student account
- Update your contact information
- See your grades and unofficial transcripts, and more



Banner Self-Service (BannerWeb)

Degree Works (Advisement)

- See a list of classes that you must take for your major
- Check your plan and progress toward graduation (to view your plan, click the Plans tab)
- Read notes from your advisor including suggested courses for the upcoming registration period
- View your academic standing and GPA



DegreeWorks

Quad C (Online Tutoring)

- Schedule an appointment or online tutoring session
- Choose from a list of available tutors based on area of expertise
- Review a list of upcoming Academic Success Center (ASC) workshops and events



CGTC Student Success Portal

? Need more help?

- Call the **Communications Center** at (478) 988-6800
- Visit cgtc.io/StudentTechnology for more information
- For questions about student technology other than Blackboard, send an email to info@centralgatech.edu.
- For problems with your class in Blackboard, email your instructor for help first. If a response is not received within 24 hours, email online@centralgatech.edu.

CGTC Student Portal

The Student Portal is accessible directly from the CGTC website by clicking the link at the top of the home page.

How to sign in to the Student Portal:

1. Type your **Username** and **Password** (Your Student Portal username is the portion of your student email before the @ sign. Your Password is the same network password used for Single Sign-On.)
2. Click the **Login** button

Use the Student Portal to:

- Withdraw from classes
- Find your advisor name and contact information
- Apply for graduation or competitive selection
- Access forms and link to other resources
- Request student record changes/updates and transcripts
- Print your schedule, and more



Need help with Single Sign-On?

.....



cgtc.io/ssohelp

CGTC
Communications Center

478-988-6800



▶▶ DISABILITY SERVICES



Disability Services provides equal access and educational opportunities for students with disabilities at Central Georgia Technical College.

What are considered disabilities?

Disabilities that affect learning and/or that necessitate a physical alteration will require medical or psychological documentation verifying criteria for:

- **Learning Disabilities**
- **ADD/ADHD**
- **Brain Injuries**
- **Visual/Hearing/Health/Mobility Impairments**
- **Psychological Disorders**

Accommodations are determined on an individual basis, based on documentation provided, and the interview with the student. Efforts will be made to remove any barriers, physical & cognitive, that might limit program accessibility.

Academic Accommodations

May include but are not limited to:

- **Digital audio recorders**
- **ECHO pens**
- **Speech to text ECGO Assistive Technology**
- **Extended time**
- **Distraction-free environment**
- **Alternative format**
- **Books in electronic format**
- **Magnification software**
- **Computer equipment**
- **Sign Language interpreters**
- **Captioning**

How do I sign up for disability services?

Students should contact the service provider and schedule an intake counseling session. Student will need to bring a copy of the current documentation of the disability.

Documentation includes but is not limited to:

1. Psychological evaluation
2. Letters from a physician or Vocational Rehabilitation counselor
3. Current Individualized Education Program (IEP) from High School

Documentation must not be more than 3 years old.

The Special Populations Directors will determine all requests for reasonable accommodations. Decisions made regarding accommodations are based upon the current documentation and the program or course requirements.

Is my information kept confidential?

All information is confidential. The service provider is the only person allowed to know your disability, and all files are maintained in a locked cabinet.

Contact Information

For more information or to request disability services, contact your local Special Populations office:

specialpops@centralgatech.edu

Warner Robins

(Serving Crawford, Dooly, Houston, Peach, Pulaski, and Twiggs Counties)

(478) 218-3229

Macon

(Serving Baldwin, Bibb, Jones, Monroe, and Putnam Counties)

(478) 476-5137

► DISABILITY SERVICES



Disability Services provides equal access and educational opportunities for students with disabilities at Central Georgia Technical College.

Documentation Requirements

Proper documentation helps the Special Populations Office navigate a qualified student's disability and determines eligibility for and defines appropriate accommodations. Documentation legitimizes a student's request for accommodations and, in general, includes the following:

The purpose of the documentation is twofold: to help the Special Populations Office determine if the student is a qualified individual with a disability and eligible for accommodations, and to determine appropriate accommodations. Documentation legitimizes a student's request for accommodations and, in general, includes the following:

- Identification of the nature and extent of the disability
- Specific information on the functional limitations as related to the academic environment
- Description of the current course of treatment, including medical side effects
- Prognosis for the disability
- Recommended reasonable accommodations

The documentation should be prepared by a professional and should be in the form of an assessment rather than a statement. The documentation should be dated within the last three years.

What services will not be provided?

- **Personal devices** such as hearing aids or glasses, and personal services such as assistance with eating, restroom, or dressing will not be provided.
- **Accommodations that excessively lower or change classroom or program standards will not be provided.** Example: Some instructors may allow alternative assignments or tests, these alternatives will not be easier or more difficult than the tests they are replacing.
- **Accommodations that would change the essence of a program will not be provided.** Example: A student with limited use of hands who is taking an air conditioning repair class. He or she may not ask to take a written test instead of physically repairing an air conditioning unit. The essence of the course is to physically repair the unit.

Americans With Disabilities Act Grievance Procedures

Students who have a complaint about accommodations provided by Central Georgia Technical College must attempt to resolve conflicts by contacting the Special Populations Office.

If the results of this process are unsatisfactory to the student, he or she must contact the Executive Director of Conduct, Appeals, and Compliance, who will investigate the complaint and make reasonable efforts to resolve the matter. The investigation shall be informal but thorough, affording all persons an opportunity to submit evidence or other relevant information.

If the complainant is not satisfied with the decision of the Executive Director of Conduct, Appeals, and Compliance, he/she can contact the Vice President of Student Affairs. The Vice President of Student Affairs shall provide a written or verbal final response to the student. Use of this grievance procedure does not limit a student's pursuit of other remedies, including the right to pursue a complaint with the U.S. Department of Education, Office of Civil Rights.



TEAMS Outreach Center: How to Access Student Resources

Whether you are struggling with classes, have a specific hardship, or just have general questions, we have resources to help you.

- 1 Go to the CGTC homepage www.centralgatech.edu
- 2 Click the **Student Resources** tab located at the top right of the homepage

Use the Student Resources page to access **FREE** and low-cost assistance with:

- Personal Hardships
- Tutoring
- Accessing Electronic Resources
- Employment
- Paying for College
- Counseling Services

Questions? Contact a TEAMS Staff Member:
TEAMS@centralgatech.edu



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TEAMS Outreach Center Support: How to Self-Alert

If you are behind in classes, feeling overwhelmed, or need help getting back on track, click the **NEED HELP** button in the TEAMS section to request one-on-one assistance from a **TEAMS Staff Member**.

- 1 Scan the QR code or visit cgtc.io/NeedHelp



- 2 Complete the quick **TEAMS Outreach Center Self-Alert Form**, then click **Submit**

Be on the lookout for communications from a TEAMS Staff using the contact information you provided in the Self-Alert Form.

TEAMS TIPS to a Successful Term: **BE PROACTIVE!**

- **Read** & follow the directions provided to you on **your syllabus**.
- **Submit** assignments/tests completely and **on time**.
- **Communicate with your instructors**. Make sure they are the first to know of any problems you may be having with your assignments, with attendance, with understanding the materials, etc.
- **Check your CGTC** and Blackboard **emails daily**.
- **Promptly respond** to communications from your instructors.
- Make studying and completing assignments a routine. **Don't wait until the last minute**.
- **Utilize** Student Resources.



COUNSELING SERVICES

The Counseling Resource Center

provides assistance and guidance in resolving personal, social, or psychological problems and difficulties through counseling, so that students are better able to achieve their academic goals and reach their full potential. The Center offers confidential assistance with issues such as anxiety, stress, emotional problems, relationships, and alcohol/substance abuse.

The services offered by the Counseling Resource Center are provided by a non-judgmental, objective, licensed professional who is trained to help with reflection, support, and solutions. Students may have up to four Solution Focused Brief Therapy counseling sessions.


Locations:

Warner Robins Campus, C-102
Macon Campus, A-108 & A-109

Services may include:

- **Coping Skills**
- **Crisis Management**
- **Anger Management**
- **Support Groups**
- **Community Referrals**
- **Consultation**
- **Coaching**

To request an appointment:

 (478) 476-5167

 counseling@centralgatech.edu

 centralgatech.edu/counseling



Atrium Health
Navicent

CENTRAL GEORGIA
cgtc
TECHNICAL COLLEGE



Feeling sick?

Or have another health need?

Get free* care at the Atrium Health Navicent Campus Health Clinic.

Call for appointments, video visit or after-hours care.
Walk-ins welcome.

CGTC Macon

3300 Macon Tech Drive | Building I, Suite 211 | Macon, GA 31206

Monday – Thursday, 9 a.m. – 6 p.m. (closed 1 – 2 p.m.)

Friday, 9 a.m. – noon

478-476-5300

CGTC Milledgeville

(LiveWELL Care Clinic at Atrium Health Navicent Baldwin)

821 North Cobb St. | Milledgeville, GA 31061

Monday – Friday, 8 a.m. – 5 p.m. (closed noon – 1 p.m.)

478-776-4039

CGTC Warner Robins

80 Cohen Walker Drive | Building G | Warner Robins, GA 31088

Monday – Thursday, 9 a.m. – 6 p.m. (closed 1 – 2 p.m.)

Friday, 9 a.m. – noon

478-218-3890

Common services:

- Sick visits - colds, flu, allergies, sinus infection, urinary track infection and COVID-19
- Annual physicals/wellness exams
- First aid for minor cuts, burns and sprains
- Testing for COVID-19, flu, STIs and pregnancy
- Care for chronic conditions (e.g., diabetes, high blood pressure)
- Prescription management



**Scan the QR code
for more information.**

*Services covered by the student health and wellness fee.



CENTRAL GEORGIA



TECHNICAL COLLEGE

CHILD DEVELOPMENT CENTERS

Macon & Warner Robins

CGTC's Child Development Centers are staffed by educators who have Early Childhood degrees and have experience providing care and education for young children. Students in the Early Child Care and Education program participate in the Center by observing, documenting, assessing children's development and by facilitating experiences as required by their instructors.

CDCs offer spots from its waiting list with dedicated spots for CGTC PELL eligible students and priority waitlist status for CGTC faculty and staff. Special consideration may be given to children with documented special needs.



MACON CAMPUS

3300 Macon Tech Drive
Macon, GA 31206

(478) 757-3492
machildcare@centralgatech.edu

Enrollment is available, based on availability, for children 3-years through 5-years old.

Hours are Monday - Friday, 7:30am - 4:30 pm, except for scheduled holidays and professional development days.

Coming soon: 2 - year old care -- join the waitlist



Tuition & Fees
cgtc.io/cdcMActuition



Tuition & Fees
cgtc.io/cdcWRTuition

(478) 988-6824

wrrchildcare@centralgatech.edu

80 Cohen Walker Drive
Warner Robins, GA 31088

WARNER ROBINS CAMPUS

Enrollment is available, based on availability, for children 2-years through 8-years old.

Hours are Monday - Friday, 6:30am - 6:00 pm, except for scheduled holidays and professional development days.

Ways We Can Help

Are you a working parent also enrolled in college? Do you need a solution to affordable childcare? The Childcare and Parent Services (CAPS) is a program that can help support you as you learn and begin working.

www.centralgatech.edu/childcare

Need Help with Child Care?

WE CAN HELP.

CAPS Student Parent Pilot

Our Purpose

In partnership with Technical College System of Georgia (TCSG) and WorkSource OneStop, The Department of Early Care and Learning (DECAL) **CAPS 2Gen Student Parent Consultants** will be available to assist families with a wide range of services to help them achieve their academic, employment, and financial goals, including assistance with applying for and finding high quality child care.

During the Pilot, **our consultants** will provide same-day live assistance to student parents needing help with:

- Completing CAPS Applications
- Case Changes
- Annual Renewals
- Completing Scholarships for Quality Rated Providers

As a **bonus**, student parents will have the opportunity to work one-on-one with a coach on individual goals and strategies and receive access to community resources and supports.

Scholarships for child care are available if:

- GA resident
- Child is US citizen or qualified alien
- Income guidelines met
- State-approved activity requirements met

Documents Required

Only one document per **BOLDED** category is needed at the time of application.

RESIDENCY

- Georgia driver's license or identification card
- Current lease or mortgage statement
- Wage stubs with residence address
- Current utility bill

CHILD'S AGE & CITIZENSHIP

- Birth certificate
- Court records
- U.S. passport or I-94 Immigration Document

IMMUNIZATIONS

- Georgia Immunization Certificate (Form 3231)
- Signed, notarized statement of medical or religious exemption

PARENT IDENTITY

- Georgia Driver's License or identification card
- US Passport
- Current Student Identification Card
- Social Security award letter or Voter Registration Card

ACTIVITY

Participation in a State Approved Activity for 24 hours weekly is required. This can be a combination of Employment and Education and will be verified through:

- Employment (see Income for acceptable documents)
- Education
 - Written verification of enrollment from the educational institution and current class schedule
 - Education Verification Form (Speak with Consultant for details)

INCOME

- Pay stubs- last four weeks
- Letter from the employer on business letterhead
- CAPS Employment Verification Form
- Self-Employment
- CAPS Self-Employment Report (Speak with Consultant for details)
- Proof of unearned income

Find out more by contacting us at

CAPS.studentparents@dec.al.ga.gov



Georgia Dept
of Early Care
and Learning



¿Necesita ayuda con el cuidado de los niños?



PODEMOS AYUDARLE. CAPS Student Parent Pilot

Nuestro propósito

En asociación con el Sistema de Colegios Técnicos de Georgia (TCSG, por sus siglas en inglés) y WorkSource OneStop, los **Consultores de Padres de Estudiantes del programa CAPS 2Gen** del Departamento de Cuidado y Aprendizaje Temprano (DECAL, por sus siglas en inglés) estarán disponibles para ayudar a las familias con una amplia gama de servicios para ayudarlos a alcanzar sus metas académicas, laborales y financieras, incluida la asistencia para solicitar y encontrar cuidado infantil de alta calidad.

Durante el programa piloto, nuestros consultores brindarán asistencia en vivo el mismo día a los padres de estudiantes que necesiten ayuda con:

- Completar las solicitudes de CAPS
- Cambios de caso
- Renovaciones anuales
- Completar Becas para Proveedores con Calificación de Calidad (Quality Rated en inglés)

Como beneficio adicional, los padres de los estudiantes tendrán la oportunidad de trabajar individualmente con un entrenador en metas y estrategias individuales y recibirán acceso a recursos y apoyos comunitarios.

Las becas para el cuidado de niños están disponibles si:

- Residente de GA
- El niño es ciudadano de los estados Unidos o extranjero calificado
- Si cumplieron directrices de ingreso
- Si cumplen los requisitos de actividad aprobados por el estado

Documentos Requeridos

Solo se necesita un documento por categoría en **NEGRITA**.

RESIDENCIA

- Licencia de conducir o tarjeta de identificación actual de Georgia
- Declaración actual de arrendamiento o hipoteca
- Talones de salario con dirección de residencia;
- Factura de servicios públicos actual

EDAD Y CIUDADANIA DEL NIÑO

- Acta de nacimiento
- Registros de la corte
- Pasaporte estadounidense o I-94 Documento de Inmigración

VACUNAS

- Certificado de Inmunización de Georgia (Formulario 3231)
- Una declaración notariada Firmada de exención médica o religiosa

IDENTIDAD DE LOS PADRES

- Tarjeta de identificación emitida por el estado o federal
- Carta de adjudicación de Seguro Social
- Credencial de votante

ACTIVIDAD

Se requiere la participación en una actividad aprobada por el estado durante 24 horas semanales. Esto puede ser una combinación de Empleo y Educación y se verificará a través de:

- Empleo: Ver sección de ingresos
- Educación:
 - Verificación escrita de inscripción de la institución educación y horario de clases actual
 - Un Formulario de Verificación de Educación (hable con su consultor para más detalle)

INGRESO

- Talones de pago de las últimas cuatro semanas de ingresos
- Una carta de su empleo en papel con membrete comercial
- Informe de CAPS de Trabajo por Cuenta Propia (hable con su consultor para más detalle)
- Formulario CAPS – Verificación de Ingresos
- Preba de los ingresos nosalariales

Para más información contáctenos!

CAPS.studentparents@dec.al.ga.gov



Georgia Dept
of Early Care
and Learning



SCAN ME

DENTAL HYGIENE CLINIC



WELCOME to CGTC's Dental Hygiene Clinic,
where all patients are treated with compassion and respect.

Supervised Dental Care in a Learning Environment

CGTC offers the latest technology, including digital x-rays, and all services are performed by dental hygiene students. Supervision is provided by highly-trained instructors who are Georgia-licensed dentists or dental hygienists.

Patient and Student Safety

CGTC maintains high standards of health care, safety, and professionalism that are consistent with the public's expectations of the health profession. Patients can expect to receive the following standard of care: an needs assessment, explanation of recommended treatments and treatment alternatives, advance knowledge of the cost of treatment, reasonable continuity and completion of care, access to complete information of condition, appropriate and timely referrals for other needed services, and informed consent.

All patient records are kept confidential. It is the patient's responsibility to select a personal dentist for annual exams, continuing care (preventative and restorative), and emergencies. CGTC's Dental Hygiene Program adheres to the current OSHA guidelines for infection control based on input from the Center for Disease Control (CDC) in Atlanta.



DENTAL SERVICES & FEES



Services and Fees

Cleanings with Fluoride

Adults (18 and over)	\$25.00
Children (under 18) and geriatric (60+).....	\$15.00
CGTC employees, students, and immediate family of dental hygiene students	\$15.00
Periodontal	\$25.00

X-rays

Full mouth series (with bite-wings)	\$20.00
Panorex	\$15.00
Panorex with Bite-Wings.....	\$20.00
Bite-wings (2-6)	\$10.00
Occlusal/Periapical (each)	\$5.00

Other Services

Pit and fissure sealants (per tooth).....	\$5.00
Fluoride varnish	\$3.00
Athletic mouthguard*	\$15.00
Nightguard*	\$15.00
Bleaching/Fluoride trays* (Per Arch)	\$15.00
Bleaching kit/refill	\$50.00
Prevident toothpaste*	\$12.00
Chlorhexidine (Peridex).....	\$10.00

**Only available for patients of record.*

Fees are subject to change and the availability of services may vary from semester to semester.

Payment for services is due at each appointment.

Clinic Procedures

We are a teaching clinic; our primary responsibility rests with supplying appropriate learning experiences for our students. Because of this, treatment will take longer than if performed in a private practice. A single appointment averages two to four hours. Multiple appointments may be required to complete a patient's dental hygiene care.

People with complicated medical conditions, rigid time requirements, and/or extremely difficult dental care needs may not be accepted as patients at CGTC's Dental Hygiene Clinic.

Appointment Policies

- Please notify the clinic 24 hours prior to any appointment change or cancellation.
- Patients must be on time for each appointment. Any patient who is more than 15 minutes late will forfeit his/her appointment. Due to demand, patients who cancel without 24 hours notice or who are late for two appointments may not be rescheduled.
- Multiple missed appointments may result in discontinuance of your treatment (*students' grades are based on a required number of completed patient services; missed appointments may adversely affect the students' clinical grade*).
- Due to possible injuries and conflict with infection control guidelines, children are not allowed in the clinic facility unless they are a patient. *Child care services are not available; children cannot be left unattended.*

Schedule an Appointment

For additional information or to schedule an appointment, call:

WARNER ROBINS CAMPUS

80 Cohen Walker Dr. - Building B
Warner Robins, GA 31088
(478) 218-3348

MACON CAMPUS

3300 Macon Tech Dr. - Building J
Macon, GA 31206
(478) 757-3488

OFFICE HOURS

Mon-Thurs 7:45 a.m. - 4:45 p.m.
Friday 7:45 a.m. - 3:30 p.m.



www.centralgatech.edu

Student Budget? Salon Style!

Hair Services

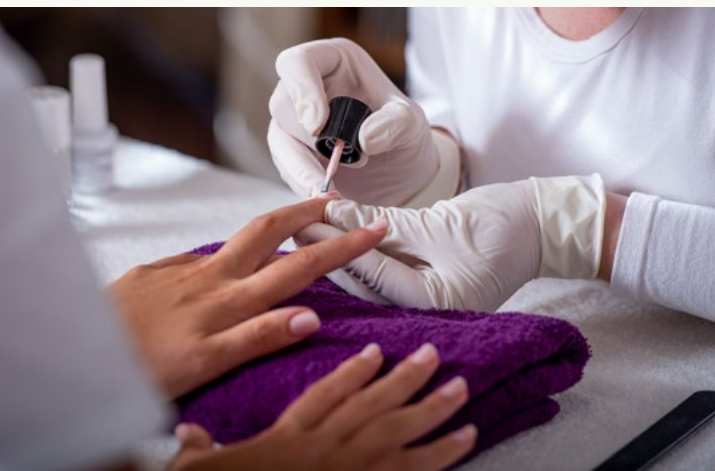
Haircut, Styling, Perm, Relaxer,
Color, Highlights, & so much more!

Nail Services

Manicure, Pedicure, Polish

Skincare Services

Facial, Brow Wax, Lip or Chin Wax



***Your One-Stop
Campus Beauty Shop.***

More Info on Services, Hours, and Appointments:

Warner Robins
(478)988-6913
cgtc.io/cosmoWR

Macon
(478)757-3420
cgtc.io/cosmoMac

Milledgeville
(478)445-2332
cgtc.io/cosmoMil





Grab a Bag
from the

Food Pantry

MACON CAMPUS

A-108 | (478)757-6607 & A-109 | (478)757-3559

WARNER ROBINS CAMPUS

G-101 | (478)757-3538

MILLEGEVILLE CAMPUS

Please call one of the numbers above for pantry services.

Tuesdays & Thursdays
9AM - 2PM

*Open to all currently
enrolled CGTC students*

CENTRAL GEORGIA
cgtc
TECHNICAL COLLEGE
COUNSELING & WELLNESS SERVICES

A Unit of the Technical College System of Georgia • Equal Opportunity Institution

Titans Closet

A Professional Clothing Bank

Free - New or Lightly Used - Business Ready

The Titans Closet is a campus wide effort **providing professional clothing to all CGTC students in need!** We accept donations of **lightly used business professional clothing** to help prepare our students for their initial steps in the professional workplace.

Whether it is for an internship, a networking event, a class presentation, or attending Career Fairs, **we want to keep our Titans outfitted for their best look!**

Donate Today!

The Titans Closet is sustained fully by donations! We accept suits, blazers, ties, dress shirts, blouses, dresses, belts, & shoes. If you wish to make a donation, please fill out the following form so we can prepare for your donation: cgtc.io/TitansCloset

Donations can be dropped off at any CGTC campus:

Warner Robins - G-Building, Room 124

Macon - J-Building, Room 104

Milledgeville - A-Building, Room D-103

For tax purposes, please complete an **In Kind Donation Form** and leave a copy with your donation at the drop off location.

Forms can be found online here: cgtc.io/Give2CGTCF

For students to receive clothes, contact us at studentactivities@centralgatech.edu.





CENTRAL GEORGIA TECHNICAL COLLEGE **CAREER SERVICES**

Central Georgia Technical College provides students with the necessary training to get a good job. **The Career Services Office** is available to assist you while you are in school and after you graduate.

Services to help you plan, accomplish, and succeed!

- ✓ Job Search Assistance
- ✓ Resume Review/Assistance
- ✓ Interview Techniques
- ✓ Career Assessment
- ✓ Job Announcements

Visit www.centralgatech.edu/career to learn more!



Warner Robins Campus
Building A
(478) 218-3808

Macon Campus
Building J Room 189
(478) 757-3431

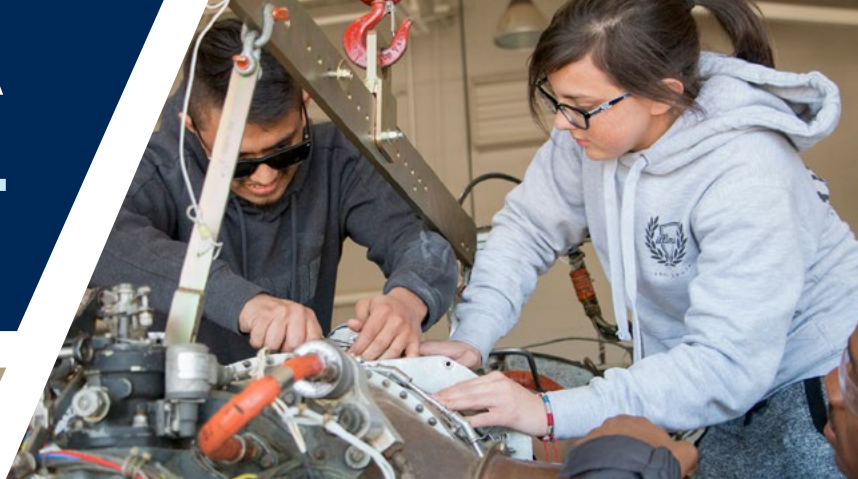
Office Hours
Monday - Thursday
7:45 a.m. - 4:45 p.m.
Friday
7:45 a.m. - 3:30 p.m.

Contact Us
careerservices@centralgatech.edu

www.centralgatech.edu/career



FIND YOUR NICHE IN A NONTRADITIONAL CAREER!



Nontraditional occupations are those in which one gender makes up less than 25% of the total number of workers.

Promoting nontraditional career opportunities opens doors for every individual and breaks the mold of expectations in an atmosphere free from stereotypes.



Why Consider a Nontraditional Career?

- Interesting and rewarding employment opportunities
- Opportunities for advancement
- Increased job satisfaction
- Competitive wages

CGTC PROGRAMS CONSIDERED NON-TRADITIONAL FOR MALE GENDER STUDENTS:

- Accounting
- Associate of Science in Nursing
- Banking and Finance
- Business Technology
- Certified Nursing Assistant
- Cosmetology
- Dental Assisting
- Dental Hygiene
- Early Childhood Care and Education
- Medical Assisting
- Orthopedic Technology
- Paralegal Studies
- Pharmacy Technology
- Phlebotomy Technician
- Practical Nursing
- Surgical Technology

CGTC PROGRAMS CONSIDERED NON-TRADITIONAL FOR FEMALE GENDER STUDENTS:

- Agribusiness
- Air Conditioning Technology
- Aircraft Structural Technology
- Automotive Collision Repair
- Automotive Technology
- Aviation Maintenance Technology
- Barbering
- Business Management
- Cabinetmaking
- Carpentry
- Commercial Truck Driving
- Computer Programming
- Computer Support Specialist
- Construction Management
- Criminal Justice
- Cybersecurity
- Diesel Equipment Technology
- Drafting
- Electrical Systems Technology
- Electronics Technology
- Engineering Technology
- Industrial Systems Technology
- Logistics Management
- Metrology (Measurement Science)
- Networking Specialist
- Precision Machine & Manufacturing
- Welding and Joining Technology



Equal Employment Opportunity

REVISED: JUNE 2021

UNLOCK YOUR CAREER POTENTIAL

WITH **ACT**[®]
WorkKeys[®]

You have **skills beyond academics** that employers want. Take the ACT[®] WorkKeys[®] assessments, & earn an ACT WorkKeys National Career Readiness Certificate (ACT[®] WorkKeys[®] NCRC[®])

- **Connect with employers:** Interact with employers in Georgia and around the country that are looking for candidates with your skills.
- **Verify your skills and make your qualifications public:** Show employers you have what it takes!
- **Boost your income:** Higher NCRC levels correlate with higher wages.
- **Identify your strengths:** Discover your skill areas and explore career paths that fit.

matesting@centralgatech.edu



cgtc.io/WorkKeys



