

EVENING (w)riter

Fall 2007

This issue of “Evening Writer” features an assortment of information that is either program specific or general in nature. We hope the following General Information and Division Updates will be helpful to you. More information about CPCC programs, facilities and services is in the current CPCC Catalog, Student Handbook, on-line at www.cpcc.edu search: handbook and the Fall Semester 2007 Schedule. Information is available in the Central College Student Success Center (2nd Floor, Central High), the Office of Campus Administration/Evening and Weekend Programs, Central Campus (2nd Floor, Terrell Building, Rooms 200/200A) and many other Central Campus locations. Please feel free to ask for these helpful documents. Our doors are always open to assist you.

Career Fair

A Career Fair will be held on Wednesday, March 5, 2008, at the Grady Cole Center from 10:00 a.m. – 3:00 p.m.

Professional dress is required, and if you want assistance in writing your résumés, the Career Center staff would be glad to assist you.

ABE/AHS Intake Office relocated to Kratt

From *Florence Patterson*

The Intake Office once located in Central High, Rm. 115, has moved to Kratt Hall, Rm. 104. Please send those students interested in ABE/GED and Adult High School to this office for information.

Office Hours: Monday and Wednesday, 9:00 a.m. – 2:00 p.m.
Tuesday and Thursday, 9:00 a.m. – 7:00 p.m.
No Friday Hours

Any new person who wants to enroll in the Adult High School Diploma Program must be 18 years of age and come to the Central Campus.

Students looking for New Student Orientation should also contact this office at ext. 6129.

(ABE/GED) ABLE Lab once located in Central High, Rm. 319, has moved to Kratt Hall, Rm. 106.

Financial Aid

Financial Aid Workshops

Campus	Date	Time	Location
Central Campus	Each Friday	8:30 a.m. – 12:00 p.m.	IT 118

These workshops serve as information sessions for students who have questions regarding the financial aid process, types of awards/resources, etc.

Financial Aid Priority Deadline

October 15, 2007 is the Priority Deadline for the 2007-2008 Spring semester. Students can still apply for financial aid after this date for the 2008 Spring semester, there is just no guarantee that the file will be completed before the semester begins.

Don't Get Stung! Why pay for advice on federal student aid? Information is free. Applying is free.

Free advice is available from:

- a high school counselor
- a college financial aid administrator
- the Federal Student Aid Information Center at 1.800.4.FED.AID (TTY: 1.800.730.8913)

www.ed.gov/studentaid

FAFSA Days 2007

November

November 3, 2007	FAFSA Day	8:00 a.m. – 12:00 p.m.	Room TBA
November 5–9, 2007	Veterans Awareness Week at all CPCC campuses		
November 9, 2007	Veteran's Day Ceremony at Central Campus		
November 10, 2007	FAFSA Day	8:00 a.m. – 12:00 p.m.	Room TBA
November 17, 2007	FAFSA Day	8:00 a.m. – 12:00 p.m.	Room TBA

December

December 1, 2007	FAFSA Day	8:00 a.m. – 12:00 p.m.	Room TBA
December 8, 2007	FAFSA Day	8:00 a.m. – 12:00 p.m.	Room TBA
December 15, 2007	FAFSA Day	8:00 a.m. – 12:00 p.m.	Room TBA

<h3 style="margin: 0;">2007-2008 CPCC Theater</h3> <p>CPCC Theater season runs from September 28, 2007 through May 4 2008 in the new Dale F. Halton Theater on the Central Campus.</p> <p>For subscription sales, single ticket reservations and group rate information, contact the Theater Box Office at 704.330.6534.</p> <p>For additional information, visit arts.cpcc.edu</p>	<h4 style="margin: 0;">Forever Plaid</h4> <p>Sept. 28, 29 and Oct. 5, 6 at 8:00 p.m.</p> <p>Sept. 30 and Oct. 7 at 2:30 p.m.</p>	<h4 style="margin: 0;">Joseph and the Amazing Technicolor Dreamcoat</h4> <p>Feb. 15, 16, 22, 23 at 8:00 p.m.</p> <p>Feb. 17, 24 at 2:30 p.m.</p>
	<h4 style="margin: 0;">Dearly Beloved</h4> <p>Nov. 9, 10, 16, 17 at 8:00 p.m.</p> <p>Nov. 18 at 2:30 p.m</p>	<h4 style="margin: 0;">The Miracle Worker</h4> <p>April 25, 26 and May 2, 3 at 8:00 p.m.</p> <p>May 4 at 2:30 p.m.</p>

Group Orientation for minor GED students

All 16/17 year old students who want to enter the GED program must attend a group orientation with their parent or legal guardian. All Charlotte-Mecklenburg School students must bring a petition for release form signed by the principal from the last school attended along with a NC state issued ID card.

Parents with home school students must present the official home school certification card issued from Raleigh and a NC state issued ID card.

Minor students who attended public or private schools not in the Charlotte-Mecklenburg School system must bring withdrawal information from the last school attended and a NC state issued ID card.

Those minor students who desire to enter the GED program must call Al Hunter at 704.330.5065 to reserve seats at the orientation. Seating is limited, and all who want to attend must call in advance.

Minor students will not be processed unless a parent or legal guardian accompanies the minor student to the orientation session. Persons other than parents must show proof that they have legal rights to act in the student's behalf.

NOTE: Due to limited seating, only the student and parent will be permitted to enter the orientation session.

Important Contact Information

General College Information

704.330.CPCC (2722)
www.cpcc.edu
 Mondays - Thursdays: 8:00 a.m. – 6:00 p.m.
 Fridays: 8:00 a.m. – 5:00 p.m.

An automated information attendant is available after hours. Please see the white pages in the Charlotte telephone directory for specific CPCC listings.

Hours are expanded during registration and the first two weeks of each semester.

Central Campus Student Success Center

Mondays - Thursdays: 7:30 a.m. – 6:00 p.m.
 Fridays: 7:30 a.m. – 5:00 p.m.

College Mailing Address

P.O. Box 35009, Charlotte, NC 28235-5009

College Package Delivery

1325 East Seventh Street, Charlotte, NC 28204

Central Campus Location

1201 Elizabeth Avenue, Charlotte, NC 28204

Career Services Programs

Career Services has multiple locations for the convenience of CPCC students including offices on the Central, Harris, Levine, and Harper campuses. The Central campus office is open Monday through Thursday from 8:00 a.m. – 6:00 p.m. and Friday from 8:00 a.m. – 5:00 p.m.

Career counselors are available during those times to assist students with their career needs including career counseling, resume writing, job search assistance, as well as interview practice. Please see our website for a full listing of our services. www.cpcc.edu/career

Career Services also has many online resources that can be accessed through our website at www.cpcc.edu/career and counselors can conduct appointments and answer questions by phone or email for those students who are unable to come to campus during office hours.

Career Services hosts a Career Fair in March attended by over 80 employers. This is a great opportunity for students looking for part- or full-time jobs to meet with several different employers at once. A Career counselor can help you start preparing now!

Career Services contact information

www.cpcc.edu/career

Career.Services@cpcc.edu

Central: 704.330.6551 Central High 122

Harper: 704.330.4422 Room 342

Levine: 704.330.4247 Room 2139

Harris: 704.330.4623 Room 1236

Career Services Programs for Evening and Weekend Students

Virtual Career Services at www.cpcc.edu/career is designed to assist students with the career questions online, and now students can take advantage of many of our services without visiting us in-person. In addition to our online office, we have offices at each area campus for your convenience. All of the following programs are available to students completely online:

New Virtual Career Counseling Program

Meet with a career counselor virtually using innovative distance career counseling techniques. Our exclusive

customizable Career Target Program incorporates virtual activities and career assessments to assist students who are unsure about their career goals and includes four in-person or virtual sessions with a trained career counselor.

Jobs Online

Visit our website for information about local postings for CPCC students and graduates. www.cpcc.edu/career

Résumé Assistance

Please email or drop-off your résumé for a complimentary critique. Participate in our Résumé Referral program and we will forward your résumé to area employers upon their request.

Chat and Email Career Questions

Chat online directly with a career counselor using our Career Services website each weekday from 9:00 a.m. – 10:00 a.m. or 4:00 p.m. – 5:00 p.m. Email questions to us anytime at career.services@cpcc.edu

Online Career Information

Our comprehensive website includes links to over 500 area companies, a 28-page Career Guide written by CPCC career counselors, online presentations, and links to a wide array of career resources. Discover is a complimentary online program designed to help you learn about your career interests, occupational information, and corresponding training programs. Contact a career counselor for a Discover login.

Attention All Students!

If you are planning to finish your program of study before Summer 2008, please apply for graduation during the times listed below. Graduation applications are available in the Graduation Office (Central High 120), at the admissions desk at area campuses, or online at www.cpcc.edu/ search: graduation

**Spring 2008 Graduates
Apply November 2007**

**Summer 2008 Graduates
Apply March 2008**

If you have any questions about the graduation process, please visit our website at www.cpcc.edu search: graduation or call 704.330.6312.

Short-Term Certificate Programs

Short-Term Training Programs can be six months or less. The programs are geared towards entry-level employment with a career ladder for advancement.

BUSINESS ADMINISTRATION	704.330.6595
ACCOUNTING	704.330.6288
OFFICE SYSTEMS TECHNOLOGY	704.330.4810
COMPUTER SKILLS	704.330.6549
CULINARY SKILLS	704.330.6301
HEALTHCARE & HUMAN SERVICES	
Substance Abuse	704.330.6380
Gerontology	704.330.6624
Health Careers	704.330.6508/6169/6162
Medical Receptionist	704.330.6973
Health Clerks	704.330.6928
Medical Receptionist & Assisting	704.330.6797
Health Information	704.330.6452
EARLY CHILDHOOD	704.330.6583
HORTICULTURE & Turfgrass	704.330-4828/4826
HOSPITALITY	704.330.6669
INTERPRETER EDUCATION	704.330.4887
PATHWAYS TO EMPLOYMENT	704.330.6536/6251

Fitness Room Relocated and Has New Hours

The Fitness Room in Taylor Hall has been moved to TA 101. The Fitness Room has also extended its hours of operation to accommodate faculty, staff, and students.

The following schedule is in effect:

Monday – Thursday 8:00 a.m. – 6:15 p.m.
Friday 8:00 a.m. – 12:00 p.m.

Faculty, staff, and students are invited to come by TA 101 for a brief tour of the Fitness Room. After a brief orientation on the appropriate use of the equipment, newcomers are ready to take advantage of this facility. A facilitator is always available to answer any questions and to give advice on the proper use of the machines and weights.

A valid CPCC ID and proper exercise clothing are required. A locker room is provided.

For additional information, please call Diann Back at 704.330.6351.

Pathways to Employment is an intense, short-term format that includes more basic skills and workplace skills instruction than the standard short-term program. These programs prepare individuals for entry-level employment. Pathways scholarships are available on a needs basis.

TECHNICAL SKILLS

Air Cond., Heating & Refrigeration	704.330.4446
Auto Body Repair	704.330.6548
Automotive	704.330.6220
Welding	704.330.4428
Heavy Equipment	704.330.6482
Construction	704.330.4421
Electrical/Electronics Technology	704.330.4449
Graphic Arts	704.330.4481
Advertising & Graphic Design	704.330.4481
Machining	704.330.6608
Civil Engineering	704.330.6578
Surveying	704.330.6578
TRAVEL & TOURISM	704.330.4639
JUMPSTART CERTIFICATES	704.330.6360

www.cpcc.edu/certificates/jumpstart

IT Services - New Hours

IT Services has extended the college Help Desk hours of operations to provide coverage for evening classes. The Help Desk can be reached at 704.330.5000.

ITS hours are:

Monday – Thursday7:30 a.m. – 9:30 p.m.

Friday7:30 a.m. – 5:00 p.m.

Saturday8:00 a.m. – 12:00 p.m.

Information Technology Services

**Your partner in success,
from the classroom
to the desktop.**

**CPCC-ITS_HelpDesk@cpcc.edu
www.cpcc.edu/itservices**

Security Safety Tips

1. Secure all personal items in vehicles and lock/alarm your vehicle before leaving parking deck/lot.
2. Know your surroundings and watch for any suspicious activities by others and call Security at 6911.
3. Keep your personal items (book, bag, purse, etc.) near you at all times to avoid being lost or stolen.

—Security Staff CPCC

Parking at CPCC

Due to the popularity of morning classes, parking spaces on Central Campus may be difficult to find between the hours of 9:00 a.m. and 11:30 a.m. You can make the task easier by studying the helpful hints and parking instructions that follow. Parking is usually available on the other campuses at all hours.

Tips on Parking:

- Visitor Parking Only: If you plan to park in Central Campus Lot H, you must be a visitor and not a student presently enrolled.
- Park only within lined spaces in the appropriate staff or student lot. Cars improperly parked or blocking other cars may receive a citation, be towed or booted at owner's expense. Any vehicle receiving more than 3 parking citations within a semester/term may be towed or booted at the owner's expense. (Estimated, Tow/\$85, Boot/\$25; towing cost subject to change.)
- Parking in a handicapped parking space without a handicapped placard (permit) is illegal; violators will receive a \$250 citation. If you need a handicapped placard, contact the N.C. Division of Motor Vehicles for an application. Additional Central Campus handicapped access information is available in the office of Disability Services Terrell Building, 2nd floor.
- Parking citations must be paid within 10 days of issue date to avoid penalty. Please see instructions on citation. Send citation appeals to: Central Piedmont Community College, Parking Services Manager, P.O. Box 35009, Charlotte, North Carolina 28235-5009.

Reporting Emergencies on Campus

Call 6911 from any on-campus telephone and on Central Campus at the red or yellow security telephones. We encourage you to report any crime, regardless of how insignificant it may seem.

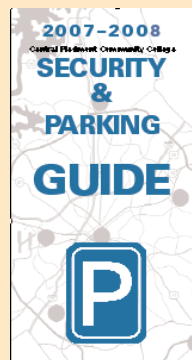
For emergencies on all campuses, call 704.330.6911 or dial 6911 from on-campus phones. The security officer who answers your call is trained in handling emergencies.

When calling:

- Give your location.
- Describe the nature of the emergency.
- If possible stay on the phone until the dispatcher tells you to hang up.

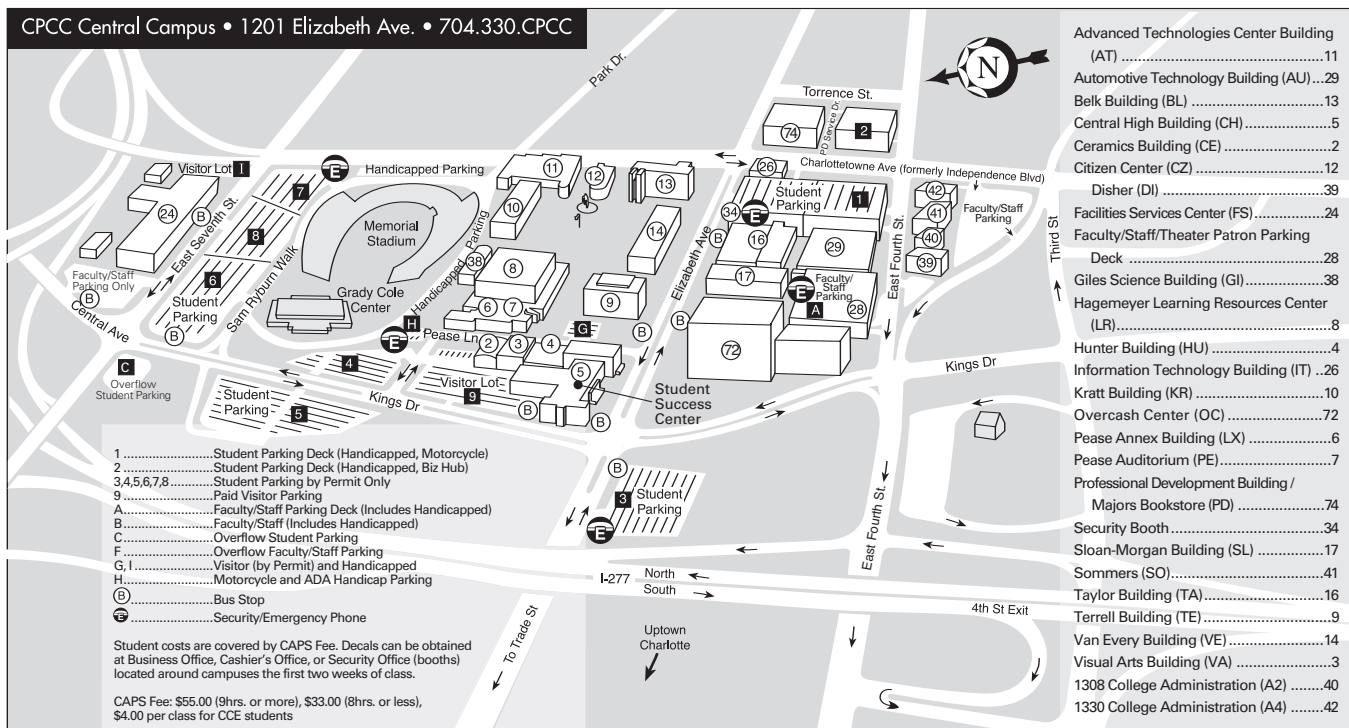
For non emergencies and college security matters, call 704.330.6632. For Parking Services, call 704.330.5005.

Some Helpful Hints on Parking



- Expect it to become easier to locate a parking space on Central Campus after the first few weeks of class when students have become familiar with streets, lots and the appropriate arrival time. For Central Campus, consider scheduling classes in the early morning or afternoon, or car-pooling or riding the bus. CATS schedules are available in the Student Life Center.
- Many streets surrounding Central Campus are one-way or have medians that restrict turns. Note the location of each parking lot and its best point of access for you. Try to avoid left turns as you choose your options.
- Central Campus new students and visitors may go to the Central Campus Student Success Center in Central High for parking information and directions. On other campuses, get answers to parking questions not answered by this brochure at the information center or bookstore on that campus.
- Take the time to visit our beautiful campuses before the first day of classes. Drive around and locate each parking lot; park and walk around the campus using the map to locate the buildings where your classes are scheduled.
- Arrive on campus early for your classes.

Parking at CPCC Central Campus



- Deck 1: Student and Dental Parking Only**
Enter right only from East Fourth St. or right only from southbound Charlotte Ave (formerly Independence Blvd). Usually fills by 8:30am
- Deck 2: Student, Biz Hub Client, and CPCC Visitor Parking Only**
Enter right from East Fourth St. or via the PD Service Dr. from northbound Charlotte Ave (formerly Independence Blvd) or Torrence St.
- Lot 3: Student Parking Only**
Enter left or right off Elizabeth Ave. Usually fills by 9am
- Lots 4-5: Student Parking Only**
Enter right off Kings Dr. (2 entrances). Usually fills by 7:30am
- Lot 6: Student Parking Only**
Enter left or right off Sam Ryburn Walk. Usually fills by 9am
- Lots 7: Student Parking Only**
Enter left or right off Sam Ryburn Walk. Usually fills by 8:30am
- Lot 8: Student Parking Only**
Enter left or right off East Seventh St. Usually fills by 10am
- Lot 9: Parking for CPCC Visitors**
Requires \$3.00, paid when exiting the lot. Enter right from Kings Dr. or enter from Pease Lane.
- Lot A: Faculty/Staff/Theater Patron Parking**
Enter parking deck right off East Fourth St. Entrance to deck behind Overcash Building.
- Lot C: Student Overflow Parking**
Enter right from Kings Dr. or right from East Seventh St.
- Lot G: Parking by special permit only**
Enter right only off Elizabeth Ave. onto Pease Lane
- Lot H: Motorcycle and ADA Handicapped Permit Parking Only**
Enter right off Kings Dr. or Elizabeth Ave.
- Lot I: Visitor Parking Only**
Enter right or left off East Seventh St.

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Financial Aid & Veterans Affairs

Attend a Financial Aid Awareness Workshop the first Thursday of each month, 2:00 – 3:00 p.m., or 4:00 – 5:00 p.m., Central High, Room 100, on Central Campus.

Financial Aid officers will visit CPCC campuses according to the following schedule:

- Mondays: Levine Campus, 8:00 a.m. – noon
- Tuesdays: North Campus
(Please call 704.330.6501 for times)
- Wednesdays: Harper Campus
(Please call 704.330.6501 for times)
- Thursdays: Levine Campus, 1:00 p.m. – 5:00 p.m.

For more information go to:
www.cpcc.edu search: financial aid

Counseling and Advising Services

Helping Students Help Themselves

The counseling and advising function is an integral part of the teaching and learning process. The staff is committed to "helping students help themselves" in meeting academic demands and lifelong career goals.

For more information go to:
www.cpcc.edu search: ican counseling

Compressed Degree Program

If you work full time during the day and want to earn an Associate in Arts (A.A.) degree at night, this is the program for you.

At CPCC, we have designed an evening college program that traditionally takes working adults five years to complete and we have compressed it into just two years.

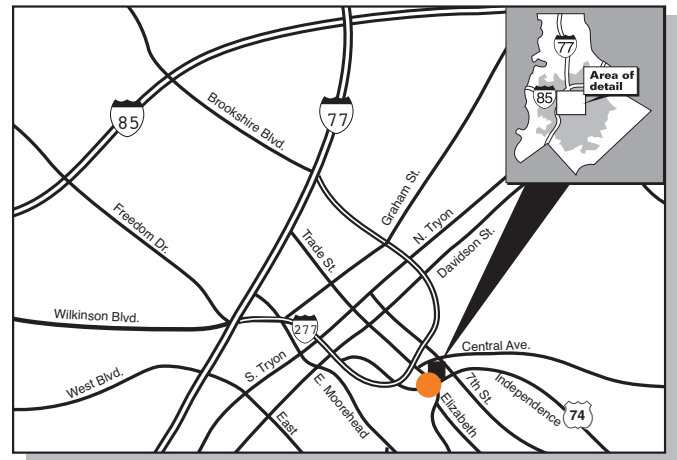
With CPCC's Compressed Degree Program, you get to keep earning an income during the day while earning a transferable Associate in Arts degree at night in two years or less! Highlights:

- Classes are held in the evening in eight-week segments.
- Students carry only two classes at any given time.
- Earn at least 12 hours credit during fall and spring semesters by taking two classes during each eight-week segment of the 16-week semester
- Earn 8 hours credit during the summer term.
- Classes operate on CPCC's published fall, spring, and summer academic schedules.
- Credits earned at other colleges may transfer, allowing you to complete the A.A. degree in less than two years.
- Advisement is available.
- You need to be a mature student with a will to succeed to participate in this program.
- You must score well on CPCC's entrance test.
- The A.A degree will transfer to any state college in North Carolina.

The Compressed Associate in Arts Degree program is offered at:

Central Campus • 1201 Elizabeth Avenue at Kings Dr.
704.330.CPCC

For information about the Compressed Degree program, call 704.330.6946.



Central Campus Directions:

- From Charlotte Airport: Exit Airport, left lane to I-85N • Exit to Hwy 16 (Uptown) at mile 36 • Take I-77S • Exit 10-B (Trade St., 5th St.). Stay on Trade, Trade becomes Elizabeth
- From Gastonia: I-85N, Join I-77S • Exit right to Hwy 16 (Uptown) at mile 36 o Take I-77S • Exit 10-B (Trade St., 5th St.). Stay on Trade, Trade becomes Elizabeth
- From Monroe: Hwy 74N (Independence Blvd.) right lane • Turn right on 4th St. for student parking deck entrance.
- From Concord: I-85S, Take right exit 38, immediate left to I-77S • Exit 10-B (Trade St., 5th St.) • Stay on Trade, Trade becomes Elizabeth
- From Rock Hill: I-77N • Exit right 10-B (Trade St., 5th St.) • Stay on Trade, Trade becomes Elizabeth
- From Hickory: Hwy 16S • Join I-77S • Exit 10-B (Trade St., 5th St.). Stay on Trade, Trade becomes Elizabeth.
- From Statesville: I-77S • Exit 10-B (Trade St., 5th St.). Stay on Trade, Trade becomes Elizabeth

Restaurants within walking distance of CPCC Central Campus

88 China Bistro
1620-A 4th Street
704.335.0288

Burger King
519 4th Street
704.333.9501

Bojangles'
1206 Elizabeth Avenue
704.444.8252

Camille's Sidewalk Cafe
1518 E. Third Street
Suite 110
704.342.4606

Carpe Diem Restaurant and Caterers
1535 Elizabeth Avenue
704.377.7976

Cuisine Malaya
1411 Elizabeth Ave.
704.372.0766

Customshop Handcrafted Food
1601 Elizabeth Ave.
Suite 100
704.333.3396

Double Door Inn
218 E. Independence Blvd.
704.376.1446

Elizabeth Creamery
1603 Elizabeth Ave.

Fortune Cookie Chinese Restaurant
208 E. Independence Blvd.
704.377.1388

Leo's Delicatessen
1421 Elizabeth Ave.
704.375.2400/704.332-7575

NOFO on Liz
1609 Elizabeth Ave.
704.444.9002

Papa John's
1620-C 4th Street
704.373.7272

Queen's Subs
212 Charlottowne Ave.

SK Net Cafe
1425 Elizabeth Ave.
704.334.1523

Starbucks
1617 Elizabeth Ave.
704.332.7933

Valare Ristorante Italiano
1523 Elizabeth Ave.
704.370.0208

Tuition and Fees

Please note: Payment is required the day on which you register. Tuition is controlled by the NC legislature and is subject to change without notice.

Tuition Table

Use the following table to determine your tuition based on semester hours and residency status.
Effective July 1, 2003.

Semester Hours	In-State	Out-of-State
1	\$39.50	\$219.50
2	79.00	439.00
3	118.50	658.50
4	158.00	878.00
5	197.50	1,097.50
6	237.00	1,317.00
7	276.50	1,536.50
8	316.00	1,756.00
9	355.50	1,975.50
10	395.00	2,195.00
11	434.50	2,414.50
12	474.00	2,634.00
13	513.50	2,853.50
14	553.00	3,073.00
15	592.50	3,292.50
16	632.00	3,512.00

6000 — Free

7000 and 8000 — Costs vary per course and are published in the CCE class schedule (No difference in charges for non- resident students).

Exceptions: Students who are 65 years or older and reside in North Carolina pay no tuition. (Excluding self-supporting classes.)

*Residence requirements are explained with admissions information.

Technology Fees

There is also a technology fee charge of \$1.00 per credit hour with a maximum of \$16.00 for Curriculum and \$5.00 for Occupational Extension classes that the student is responsible for each semester if they take a class with a lab.

Student Activity/Publication Fee

- \$10.00 for 1 - 8 credit hours
- \$19.00 for 9 or more credit hours

There is no student activity fee for the summer term.

Lab Fees

Some classes require a lab fee charge. For those classes with lab fees, the charges are as follows:

- Curriculum - \$14.00 per lab hour
- Maximum lab fees per semester - \$56.00

Note: "Lab Hours" include both lab and clinical hours.

Appropriate lab fee amounts will be refunded if class is cancelled by the College or if the lab fee class is dropped during the period of full tuition refund. Lab fees will be used to provide supplies and equipment in the respective programs.

Tuition Limit

The most tuition a N.C. resident can pay a semester is \$632.00. The most an out-of-state resident can pay is \$3,376.00.

Residence Status for Tuition Purposes

You may be eligible for in-state tuition status if you have established and maintained legal residence in N.C. for 12 consecutive months immediately prior to enrollment.

Students who wish to be classified as in-state residents for tuition purposes may be required to produce substantiated documentation on admission to the College or at the point of registration.

Responsibility for proving status lies with the student. Various proofs and combinations of documents may be reviewed as evidence of your status.

- N.C. driver's license
- N.C. voter registration card
- N.C. tax return
- N.C. vehicle registration
- other proofs such as lease, deed, utility bill

Other types of documents may be reviewed as well, and additional documentation may be requested by the College, if necessary. No one item nor particular combination will necessarily be the determining factor. Simply living in or attending school in North Carolina does not, in itself, establish residence. The decision will be based on your eligibility to establish residence, your length of residence and the weight of the evidence you present.

Non-Citizens: Your immigration document and date of issue are factors in determining residence status. You should bring, in addition to the above types of proofs:

- Your I-551 (green card)
- Visa
- or I-94

If you are changing your immigration status, please bring your most current I.N.S. document or communication (letter, memo, form, etc.) as well.

RESIDENCE STATUS INQUIRIES can be initiated at any Central Piedmont campus. Please call if you have specific questions or to make an appointment to determine your status.

Central Campus

Jacques Aubas	704.330.6718
Janice Frye	704.330.6242
Keith Grimes	704.330.6936
Loretta Hinton	704.330.6648
Von McKee	704.330.6520

CAPS Fee

CAPS Fee is an acronym for Campus Access, Parking, and Security Fee. Students are responsible for obtaining a decal once they have registered from the Security Office or booths set up around campus.

The CAPS Fee is based upon the number of semester hours of classes taken.

Semester hours of classes	CAPS Fee
6 or less	\$33.00
9 or more	\$55.00

(CCE Classes charged \$3.00 per class)

Central Campus is at your Service!

For your information, short descriptions and operating hours for basic services available to you on the Central Campus are summarized below.

Please note: Hours are extended for the Welcome Center, Bookstore, Cashier's office, and ID Room during registration. For hours and times, please call those departments.

Student Success Center

Location: 2nd Floor Central High Building
Hours: 7:30 a.m. - 7:00 p.m. (during registration)
7:30 a.m. - 6:00 p.m. (M - R)
7:30 a.m. - 5:00 p.m. (F)

The Student Success Center provides information to walk-in students regarding procedure for admission, navigation of the catalog, referral to various resources on the campus, and general information about the College.

CPCC Information Center

Telephone Number: 704.330.CPCC (2722)
The Information Center provides general information about the College to telephone callers.

Library Services

Location: Hagemeyer Learning Resources Center
Hours: 8:00 a.m. - 8:00 p.m. (M, T, W, R)
8:00 a.m. - 5:00 p.m. (F)
10:00 a.m. - 2:00 p.m. (Sat)

Evening Contact: Reference Desk
Telephone Number: 704.330.6884
The library is located on four floors in the Hagemeyer Learning Resources Center. Students may check out books, watch videos, look up magazine articles using the library computers, access the Internet, apply for financial aid, perform career assessment, and study or relax.

New Online Library Resource

The CPCC Libraries have a new resource for locating full-text electronic journals and magazines. Journal Finder is an integrated search interface that allows you to determine if a journal or magazine is available electronically through one of the databases or in print at one of the CPCC Libraries. All you have to do is enter the title of the journal or magazine! If the title you are searching for is not available either online or in print, Journal Finder links you to the catalogs of other local libraries and to the form to request an interlibrary loan. For Journal Finder's additional features, please view the Journal Finder FAQ.

If you have any questions about Journal Finder or any of the CPCC Libraries' electronic features, please contact Jennifer Arnold at jennifer.arnold@cpcc.edu or 704.330.4418.

Counseling & Advisement

Advisement (All new students with no previous college)
Location: Central High, Room 212
Hours: Drop-in times available. No appointment necessary. Call for hours. 704.330.5013

Counseling (College Transfer and Health Sciences Programs; Returning students and new students with previous college)

Location: Central High, Room 212
Hours: Drop-in times available. No appointment necessary. Call for hours. 704.330.6433

Counseling (All other A.A.S. degree programs; Returning students and new students with previous college)

Location: Central High, Room 212
Hours: Drop-in times available. No appointment necessary. Call for hours.

704.330.5013 or 6954 or 6433

Counseling (Personal Counseling Assistance Program)
Designed to provide confidential and professional counseling assistance to you regarding personal issues that may be adversely affecting your success in college. For more information, please call 704.330.6433, or drop by the reception desk in Central High, Room 212.

Simmons Career Center

Location: Central High, Room 122
Hours: 8:00 a.m. - 6:00 p.m. (M, T, W, R)
8:00 a.m. - 5:00 p.m. (F)
Phone: 704.330.6551

The Simmons Career Center provides comprehensive career exploration services, including résumé preparation and interview techniques, career assessments, job referrals, and counseling. For the Job Information Hot Line call 704.330.6363.

Ruth G. Shaw Academic Learning Center

Location: Central High, Room 103
Hours: 8:00 a.m. - 8:00 p.m. (M, T, W, R)
8:00 a.m. - 2:00 p.m. (F)
Phone: 704.330.6474 or 704.330.6423

The Ruth G. Shaw Academic Learning Center is a comprehensive learning assistance laboratory providing help to students in academic areas. Services offered through the learning center include peer tutoring, writing assistance, math tutoring, word processing, Internet access, computer-assisted learning drills, and learning skills diagnoses.

Testing and Assessment Center

Location: Central High, Room 248
Hours: 7:30 a.m. - 8:00 p.m. (M, T, W, R) with the last course test given out at 7:30 p.m.
7:30 a.m. - 4:30 p.m. (F) with the last course test given out at 3:30 p.m.
Phone: 704.330.6886

The Testing and Assessment Center gives a variety of tests for instructional, placement, certification and special purposes. A bar-coded ID is required for course testing.

Student Life Center

Location: Overcash Center, 2nd floor

Hours: 8:00 a.m. - 7:00 p.m. (M, T, W, R)

8:00 a.m. - 4:00 p.m. (F)

Evening Contact: Johnnie Roach, Student Life Facilitator
Phone: 704.330.3512

The Student Life program offers CPCC students learning and entertainment opportunities outside the classroom and an inviting place for evening students to take a break before or between classes.

Financial Aid and Veterans Affairs office

Location: Central High, Room 206

Hours: 8:00 a.m. - 6:00 p.m. (M, T, W, R)

8:00 a.m. - 5:00 p.m. (F)

Phone: 704.330.6942

Cashier

Central High, Room 243

Hours: 8:00 a.m. - 6:00 p.m. (M, T, W, R)

8:00 a.m. - 5:00 p.m. (F)

Phone: 704.330.6964

There are two options that allow students to pay their tuition and fees outside of business hours. These options are the business office drop box and CHRIS. The drop box is located next to Central High, Room 239. To pay by CHRIS use option number 6.

Majors Bookstore

NEW Location: Professional Development Building

Hours: 7:30 a.m. - 7:30 p.m. (M, T, W, R)

7:30 a.m. - 4:30 p.m. (F)

Phone: 704.330.6587

The Central Campus Bookstore offers, in addition to textbook and supply purchases, access to an ATM machine, laminating services and a convenience copier. The bookstore sells stamps, soft drinks, and snacks.

ID Room

Location: Central High, Room 227

Hours: 9:00 a.m. - 6:00 p.m. (M - R)

9:00 a.m. - 5:00 p.m. (F)

CPCC I.D. cards are required for students to check out materials from the Learning Resources Center and to use the testing and fitness centers. The first card is free to students registered for the current semester; however, there is a \$5 fee for a replacement ID card.

Copy Machines

Location: Hagemeyer Learning Resources Center

Hours: 8:00 a.m. - 8:00 p.m. (M, T, W, R)

8:00 a.m. - 5:00 p.m. (F)

10:00 a.m. - 2:00 p.m. (Sat)

Convenience copiers are available at 7 cents per copy. Machines accept coin and debit cards. A debit card dispenser is located in the library. Debit cards will allow access to any convenience copier on campus.

Security

24-hour Central Dispatch Station

Location: Student Parking Deck (corner of
Charlottowne Ave and Elizabeth Avenue)

Telephone Numbers:

704.330.6911 (emergency)

704.330.6444 (non-emergency)

Campus security officers are here to help you. No matter what kind of situation arises at the College, CPCC's 24-hour Central Dispatch Station is the first step toward resolving problems.

Also, parking lots are patrolled for safety and an escort service will be provided upon request.

Let us hear from you!

We would like you to voice your opinions and share your suggestions with us as to how we might improve our evening and weekend campus for both faculty and students. Please send us your comments.

The Office of Campus Administration/ Evening and Weekend Programs, Central Campus

Claude T. Williams, Director

Kim Holmes, Senior Administrative Secretary

Terrell Building, Room 200/200A

Telephone: 704.330.6284/6126

Fax: 704.330.6798/6130

email: claudio.t.williams@cpcc.edu

kim.holmes@cpcc.edu

Office Hours:

Mon–Thurs, 11:00 a.m. –10:00 p.m.

Friday, 9:30 a.m. –1:30 p.m.

www.cpcc.edu/campuses/evening



CENTRAL PIEDMONT COMMUNITY COLLEGE

Central Piedmont Community College is an equal opportunity/affirmative action institution. Reasonable accommodations will be provided to individuals with disabilities upon request 5 working days in advance of the event. Call 704.330.6424 to request accommodation. CPCC is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; Telephone number 404-679-4501) to award associate degrees, diplomas, and certificates. CPCC 4017. Vision: Central Piedmont Community College intends to become the national leader in workforce development.