



TRINITY VALLEY
COMMUNITY COLLEGE

2020-21 REGISTRATION GUIDE

INSIDE

Academic Calendar.....	1
Mission Statement.....	3
Accreditation.....	3
Admission Checklist	3
ADA	3
Bacterial Meningitis Vaccination.....	4
Criminal Background	4
Campus Locations.....	5
Final Exam Schedule	6
Testing Information	6
Registration & Payment Dates	7
Financial Aid.....	9
Virtual Registration	10
Paying Tuition, Fees & Housing	10
Online Registration.....	11
Tuition & Fees.....	13
Withdrawal & Refund Info	14
TVCC Bookstore	15
Textbook List.....	16
Application for Graduation	16
Directory of Correspondence	17
Campus Maps	19
Cardinal Success Center...back cover	

This college reserves the right to make changes to the information in this publication as deemed necessary, including but not limited to, changes in fees, processes, and other policies. Every effort will be made to minimize the inconvenience such changes might create for students.

2020-21 Academic Calendar

FALL 2020 TERM

SEMESTERS: FALL, FALL 8-WEEK 1, FALL 8-WEEK 2

JULY

1 - Financial aid priority deadline

AUGUST

10 - Five-day schedule (Monday-Friday, 8 a.m. - 4:30 p.m.) resumes

14 (3 p.m.)- Last day to pay tuition/fees for fall and fall 8-week 1; pay-as-you-go registration continues

14 - Summer graduation

19 - Residential hall operations resume; Campus dining services resume

19 - Last day to register for fall, fall 8-week 1

24 - Fall and fall 8-week 1 classes begin

24 - Registration for fall 8-week 2 continues

26 - Last day of schedule changes/adding course for fall and fall 8-week 1; 9 a.m. – 3 p.m.

31 - Official fall 8-week 1 census date.

Students reinstated after the official census date must pay a \$100 reinstatement fee

SEPTEMBER

7 - Labor day holiday

9 - Official fall census date

Students reinstated after the official census must pay a \$100 reinstatement fee

OCTOBER

2 - Last day to drop fall 8-week 1 course and receive a grade of "W"

15-16 - Final exam fall 8-week 1

16 (3 p.m.)- Last day to pay tuition and fees fall 8-week 2; pay as you go registration continues

16 - Last day to make application for fall graduation – advising offices and MyCardinalConnect

19-20 - Fall break

21 - Fall 8-week 1 grades due in MyCardinalConnect by noon

23 - Last day to register for fall 8-week 2

26 - Fall 8-week 2 classes begins

27 - Last day of schedule changes/adding course for fall 8-week 2; 9 a.m. – 3 p.m.

29 - Foundation scholarship dinner

NOVEMBER

1 - Financial aid priority deadline for spring 2021 term

2 - Official fall 8-week 2 census date

Students reinstated after the official census must pay a \$100 reinstatement fee

9 - Wintermester 2020, spring 2021 term registration opens for current students

16 - Wintermester 2020, spring 2021 term registration opens for new students

24 - Last day to drop fall courses and receive a grade of "W"

24 - Last day to drop fall 8-week 2 courses and receive a grade of "W"

24 - Thanksgiving holidays begin after evening classes
Campus dining closes; limited residential hall operations begin

25 – 27 - Thanksgiving holidays

29 - Residential halls open

30 - Classes resume after Thanksgiving holidays

DECEMBER

8 – 14 - Final exams fall and fall 8-week 2 (see final exam schedule)

11 (3 p.m.)- Last day to pay tuition/fees for wintermester; pay-as-you-go registration continues

14 - Residential halls close (except for graduates);
Campus dining closes

15 - Fall, fall 8-week 2 grades due in MyCardinalConnect noon

TBD – Fall graduation. Refer to TVCC website for details

15 - Last day to register for wintermester

16 - Wintermester classes begin

17 - Last day of schedule changes/adding course for wintermester

21 - Holiday break begins

WINTERMESTER 2020 TERM

NOVEMBER

9 - Wintermester 2020, spring 2021 term registration opens for current students

16 - Wintermester 2020, spring 2021 term registration opens for new students

DECEMBER

11 (3 p.m.) - Last day to pay tuition/fees for wintermester; pay-as-you-go registration continues

15 - Last day to register for wintermester

16 - Wintermester classes begin

17 - Last day of schedule changes/adding course for wintermester

18 - Official wintermester census date

JANUARY

4 - Last day to drop wintermester courses and receive a grade of "W"

7-8 - Final exams wintermester

11 - Wintermester grades due in MyCardinalConnect by noon

SPRING 2021 TERM

SEMESTERS: SPRING, SPRING 8-WEEK 1, SPRING 8-WEEK 2

JANUARY

8 (3 p.m.) - Last day to pay tuition/fees for spring and spring 8-week one; pay-as-you-go registration continues

11 - Faculty return

11 - Residential hall operations resume;
Campus dining services resume

15 - Last day to register for spring, spring 8-week 1

18 - MLK holiday

19 - Spring and spring 8-week 1 classes begin

19 - Registration for spring 8-week 2 continues

20 - Last day of schedule changes/adding course for spring and spring 8-week 1; 9 a.m. – 3 p.m.

26 - Official spring 8-week 1 census date

Students reinstated after the official census date must pay a \$100 reinstatement fee

FEBRUARY

- 3 - Official spring census date
Students reinstated after the official census date must pay a \$100 reinstatement fee
- 26 - Last day to drop spring 8-week 1 courses and receive a grade of "W"

MARCH

- 5 (3 p.m.) - Last day to pay tuition and fees spring 8-week 2; pay-as-you-go registration continues
- 11-12 - Final exam spring 8-week 1
- 12 - Last day to register for spring 8-week 2
- 12 - Last day to make application for spring graduation - advising offices and MyCardinalConnect
- 12 - Spring break begins after evening classes
Campus dining closes; residential halls close
- 15 - 19 - Spring break
- 21 - Residential halls open
- 22 - Classes resume after spring break
- 22 - Spring 8-week 2 classes begin
- 23 - Last day of schedule changes/adding course for spring 8-week 2; 9 a.m. – 3 p.m.
- 24 - Spring 8-week 1 grades due in MyCardinalConnect by noon
- 29 - Official spring 8-week 2 census date
Students reinstated after the official census date must pay a \$100 reinstatement fee

APRIL

- 1 - Financial aid priority deadline for summer 2020 term
- 2 - Easter holiday (campus closed)
- 9 - Last day to drop spring courses and receive a grade of "W"
- 12 - Summer 2021, fall 2021 term registration opens for current students
- 15 - General & foundation scholarship application deadline for fall 2021 term
- 19 - Summer 2021, Fall 2021 term registration opens for new students
- 23 - Last day to drop spring 8-week 2 course and receive a grade of "W"

MAY

- 4 – 10 - Final exams spring and spring 8-week 2 (see final exam schedule)
- 10 - Residential halls close (except for graduates); Campus dining closes
- 11 - Spring, spring 8-week 2 grades due in MyCardinalConnect by noon
- TBD - Spring graduation. Refer to TVCC website for details
- 17 - Four-day schedule (Monday-Thursday, 7:30 a.m. - 4:30 p.m.) begins

SUMMER 2021 TERM

SEMESTERS: 13-WEEK*, ALL SUMMER, SUMMER 6-WEEK 1, SUMMER 6-WEEK 2

**13-week is for cosmetology & nursing transition only*

APRIL

- 1 - Financial aid priority deadline for summer 2021 term
- 12 - Summer 2021, fall 2021 term registration opens for current students
- 19 - Summer 2021, fall 2021 term registration opens for new students

MAY

- 7 (3 p.m.) - Last day to pay tuition/fees for summer 13-week; pay-as-you-go registration continues
- 13 - Last day to register for summer 13-week
- 17 - Summer 13-week classes begin
- 18 - Last day of schedule changes/adding course for summer 13-week 9 a.m. – 3 p.m.
- 20 (3 p.m.) - Last day to pay tuition/fees for all summer and summer 6-week 1; pay-as-you-go registration continues
- 27 - Last day to register for all summer and summer 6-week 1
- 30 - Residential halls operations resume
Campus dining services resume
- 31 - Memorial day holiday

JUNE

- 1 - All summer and summer 6-week one classes begin
- 2 - Last day of schedule changes/adding course for all summer and summer 6-week 1 9 a.m. – 3 p.m.
- 7 - Official summer 13-week census date
Students reinstated after the official census date must pay a \$100 reinstatement fee
- 7 - Official summer 6-week 1 census date
Students reinstated after the official census date must pay a \$100 reinstatement fee
- 21 - Official all summer census date
Students reinstated after the official census date must pay a \$100 reinstatement fee
- 24 - Last day to drop summer 6-week 1 courses and receive a grade of "W"

JULY

- 1 (3 p.m.) - Last day to pay tuition/fees for summer 6-week 2; pay-as-you-go registration continues
- 1 - Financial aid priority deadline for fall 2021 term
- 1-5 - Final exams summer 6-week 1
- 5 - Residential halls close; Campus dining closes
- 6 - Summer 6-week 1 grades due in MyCardinalConnect by noon
- 7 - Residential halls open
- 7 - Last day to register for summer 6-week 2
- 8 - Summer 6-week 2 classes begin
- 8 - Last day to make application for summer graduation - registrar's office and MyCardinalConnect
- 12 - Last day of schedule changes/adding course for summer 6-week 2 9 a.m. – 3 p.m.
- 14 - Official summer 6-week 2 census date
Students reinstated after the official census must pay a \$100 reinstatement fee
- 29 - Last day to drop summer 13-week courses and receive a grade of "W"
- 29 - Last day to drop all summer courses and receive a grade of "W"
- 29 - Last day to drop summer 6-week 2 courses and receive a grade of "W"

AUGUST

- 9 - Five day schedule (Monday-Friday, 8 a.m. - 4:30 p.m.) resumes
- 9 - Residential halls close (except for graduates); Campus dining closes
- 10 - Summer 13-week, all summer, summer 6-week 2 grades due in MyCardinalConnect by noon
- TBD - Summer graduation. Refer to TVCC website for details

TVCC Mission Statement

Trinity Valley Community College is a learning-centered college that provides quality academic, workforce, college preparatory, student support, and community service programs that prepare and empower students for success and promote and enhance life-long learning for all communities served.

Accreditation

Trinity Valley Community College (TVCC) is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees and certificates. Contact SACSCOC at 1866 Southern Lane, Decatur, Georgia 30033-4097, telephone 404-679-4500, for questions about the accreditation status of TVCC.

All other questions about TVCC's accreditation should be directed to the college's SACSCOC liaison Tina Rummel at accreditation@tvcc.edu or by calling 903-675-6282. Inquiries such as admission requirements, financial aid, educational programs, etc., should be directed to the College at 100 Cardinal Drive, Athens, Texas 75751 or by calling 903-675-6200.

TVCC received initial accreditation to award associate degrees from the SACSCOC in 1952, and received its last reaffirmation of accreditation in 2017 with no sanctions or negative actions.

The Department of Education (DOE) recognizes the Accreditation Commission for Education in Nursing for TVCC's Associate Degree Nursing Program that received its last reaffirmation of accreditation in 2017 with no sanctions or negative actions.

Admission Paperwork & Requirement Checklist

New Students

Upon enrolling with TVCC, new students without previous college credits will be required to present:

- ✓ Official high school transcript of grades and credits or G.E.D. transcript
- ✓ Proof of Texas residency (if applicable)
- ✓ Official Texas Success Initiative Test (TSI) results or approved alternative test results (See Testing Information)
- ✓ Record of bacterial meningitis vaccination (see Bacterial Meningitis Requirements Section)

Transfer Students

Upon enrolling with TVCC, transfer students with previous college credit will be required to present:

- ✓ Official college transcript(s)
- ✓ Proof of Texas residency (if applicable)
- ✓ Official Texas Success Initiative Test (TSI) results or approved alternative test results (See Testing Information)
- ✓ Record of bacterial meningitis vaccination (see Bacterial Meningitis Requirements Section)

Americans with Disabilities Act (ADA)

Trinity Valley Community College provides equal opportunities for academically qualified students with disabilities and ensures access to a wide variety of resources and programs. Students with disabilities who wish to request accommodations should notify the Guidance Services Office on their campus. In accordance with federal law, a student requesting accommodations must provide documentation of his/her disability to the Disability Services counselor. For more information, please visit the Guidance Service Office on your campus or contact Melinda Berry at 903-675-6224 or email disability@tvcc.edu. Information can also be found on the college website: www.tvcc.edu/disability.

TVCC Campus ADA Accommodations Coordinators

ATHENS CAMPUS

Melinda Berry
Technology Building 311A
(CSC)
mlberry@tvcc.edu
903-675-6224

PALESTINE CAMPUS

Maria Lippart
Administration Building,
A109
maria.lippart@tvcc.edu
903-723-7046

HEALTH SCIENCE CENTER

Jeffrey Ballom
Health Science Center 111
jballom@tvcc.edu
469-614-3804

TERRELL CAMPUS

Cherie Henson
Administration Building
chenson@tvcc.edu
972-563-4904



Bacterial Meningitis Required Vaccination

(Required prior to enrollment)

State of Texas SB 1107

All new, transfer, and re-entry student must provide either:

1. Evidence the student has received the vaccination or booster dose during the five years preceding and at least 10 days prior to enrollment. This evidence must be submitted in one of the following three formats:

- A document bearing the signature or stamp of the physician or his/her designee, or public health personnel (must include the month, day, and year the vaccination was administered).

OR

- An official immunization record generated from a state or local health authority (must include the month, day, and year the vaccination was administered).

OR

- An official record received from school officials, including a record from another state (must include the month, day, and year the vaccination was administered).

OR

2. Evidence the student is declining the vaccination must be submitted in one of the following two formats:

- An affidavit or a certificate signed by a physician who is duly registered and licensed to practice medicine in the United States, in which it is stated that, in the physician's opinion, the vaccination required would be injurious to the health and well-being of the student.

OR

- A conscientious exemption form from the Texas Department of State Health Services must be used (this may take up to 30 days). The form is available at <https://webds.dshs.state.tx.us/immco/immocjc/>, and must be printed and turned in.

NOTE: A student is not required to submit evidence of receiving the vaccination against bacterial meningitis or evidence of receiving a booster dose, if the student is 22 years of age or older by the first class day of the semester in which they intend to enroll.

Notice to Students Regarding Licensing

**IMPORTANT INFORMATION FOR STUDENTS
IN CERTAIN COURSES OR PROGRAMS**

TVCC awards some certificates and degrees in which a criminal history MAY disqualify candidates from becoming licensed upon degree/certificate completion.

Students with a criminal background enrolling in courses leading to a degree/certificate in criminal justice, cosmetology, nail technician, Heating/Ventilation/Air Conditioning (HVAC), Emergency Medical Technology (EMT), Nurse Aide, Vocational Nursing (VN), Associate Degree Nursing (ADN), Surgical Technology, Patient Care Technology, or Pharmacy Technician program are **STRONGLY ENCOURAGED** to discuss the licensing/certification regulations with the TVCC program director listed in the current catalog and learn about the current guidelines related to criminal history as well as the right of individuals to request a criminal history evaluation letter.

Trinity Valley Community College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For questions or concerns regarding discrimination based on disability, contact: ADA/Section 504 Coordinator, 100 Cardinal Drive, Athens, TX 75751, 903-675-6224, disability@tvcc.edu. For all other questions or concerns regarding discrimination, contact: Director of Human Resources/Title IX Coordinator, 100 Cardinal Drive, Athens, TX 75751, 903-675-6215, humanresources@tvcc.edu.

Trinity Valley Community College will take steps to assure that lack of English language skills will not be a barrier to admission and participation in all educational and vocational programs

For information about your rights or grievance procedures, contact the Title IX and Section 504 coordinator at Trinity Valley Community College, 100 Cardinal Drive, Athens, TX 75751, 903-675-6215.



Campus Locations and Buildings

Adult & Continuing Education Building Abbreviations

CNTN	Canton
KISD	Kaufman ISD
RAIN	Rains Emory Adult Education
RNCE	Rains Emory Continuing Education
TISD	Terrell ISD
VZCE	Van Zandt Cnty Continuing Ed
VZCT	Van Zandt Cnty Adult Ed

Athens Campus Building Abbreviations

ACAD	Academic
ADMA	Administration
AEDC	Athens Economic Development Center
AGCT	Agriculture Center
AUDA	Auditorium
AUTA	Auto Mechanics
BKSA	Bookstore
CAFA	Cafeteria
CCTR	TVCC Center
CRDH	Cardinal Hall
CSMA	Cosmetology
CTRA	TVCC Center
FLDH	Field House
FNAR	Fine Arts
FTNS	Fitness Center
GNSA	General Studies
GRNA	Greenhouse
GYMA	Gymnasium
HGRN	Huggins Ranch
LBAR	Liberal Arts
LRCA	Learning Resource Center
MJRN	Math/Journalism
MTLA	Maintenance/Transportation/Logistics
NEAS	Northeast Hall
NLTA	Nail Tech
NWES	Northwest Hall
RCCT	Recreational Court
RNCH	Ranch
SBDC	Small Business Development Ctr
STHH	South Hall
SUBA	Student Union Building
TECH	Technology Center
TWRA	TVCC Tower
WLDA	Welding
WSTH	West Hall

Health Science Center Building Abbreviations

HSCT	Health Science Center
HSAT	Health Science Academy

Palestine Campus Building Abbreviations

ANDR	Anderson
CALH	Calhoun
ECRC	Electronic Commerce Resource Center
MNTP	Maintenance
PWEC	Palestine Workforce Education Center



Terrell Campus Building Abbreviations

ADMT	Administration
EDCT	Education
LRCT	Learning Resource Center
MNTT	Maintenance

Dual Credit Campus Abbreviations

ACHS	Athens Christian Prep Acad HS
APIN	Athens ECHS (Pinnacle) HS
ATHS	Athens High School
BRHS	Brownsboro High School
CAHS	Canton High School
CYHS	Cayuga High School
CMHS	Community High School
CDHA	Crandall High School
CRHS	Cross Roads High School
EDHS	Edgewood High School
ELHS	Elkhart High School
EUHS	Eustace High School
FOHS	Forney High School
FKHS	Frankston High School
FRHS	Fruitvale High School
HSAT	Health Science Academy
KFHS	Kaufman High School
KEHS	Kemp High School
LPHS	LaPoynor High School
MBHS	Mabank High School
MLHS	Malakoff High School
MMHS	Martins Mill High School
MRCH	Murchison ISD
NEHS	Neches High School
NFHS	North Forney High School
PLHS	Palestine High School
POHS	Poetry Comm. Christian HS
RAHS	Rains High School
SRHS	Scurry Rosser High School
SLHS	Slocum High School
TRHS	Terrell High School
TNHS	Trinidad High School
WWHS	Westwood High School
WPHS	Wills Point High School

Final Exam Schedule

All final exams are to be given at regular scheduled class times according to class periods, specific days that classes meet, and exam dates listed below.

FALL 2020

EXAM DATE TUESDAY, DEC. 8 CLASS TIME 9:25 a.m. TTH 12:15 p.m. TTH 3:05 p.m. TTH 3:20 & 4:20 p.m. T 5:40 p.m. TTH 6 & 7 p.m. T	EXAM DATE WEDNESDAY, DEC. 9 CLASS TIME 9:25 a.m. MW 12:15 p.m. MW 12:53 p.m. MW 3:05 p.m. MW 3:20 & 4:20 p.m. MW 6 & 7p.m. W	EXAM DATE THURSDAY, DEC. 10 CLASS TIME 8:00 a.m. TTH 10:50 a.m. TTH 1:40 p.m. TTH 12:54 p.m. TTH 3:20 & 4:20 p.m. TH 6 & 7 p.m. TH	EXAM DATE FRIDAY, DEC. 11 CLASS TIME 8:00 a.m. F 10:50 a.m. F 1:45 p.m. F (Friday only)	EXAM DATE MONDAY, DEC. 14 CLASS TIME 8:00 a.m. MW 10:50 a.m., MW 1:40 p.m. MW 3:20 & 4:20 p.m. M 5:40 p.m. MW 6 & 7 p.m. M
---	--	--	---	--

SPRING 2021

EXAM DATE TUESDAY, MAY 4 CLASS TIME 9:25 a.m. TTH 12:15 p.m. TTH 3:05 p.m. TTH 3:20 & 4:20 p.m. T 5:40 p.m. TTH 6 & 7 p.m. T	EXAM DATE WEDNESDAY, MAY 5 CLASS TIME 9:25 a.m. MW 12:15 p.m. MW 12:53 p.m. MW 3:05 p.m. MW 3:20 & 4:20 p.m. MW 6 & 7 p.m. W	EXAM DATE THURSDAY, MAY 6 CLASS TIME 8:00 a.m. TTH 10:50 a.m. TTH 1:40 p.m. TTH 12:53 p.m. TTH 3:20 & 4:20 p.m. TH 6 & 7 p.m. TH	EXAM DATE FRIDAY, MAY 7 CLASS TIME 8:00 a.m. F 10:50 a.m. F 1:45 p.m. F (Friday only)	EXAM DATE MONDAY, MAY 10 CLASS TIME 8:00 a.m. MW 10:50 a.m. MW 1:40 p.m. MW 3:20 & 4:20 p.m. M 5:40 p.m. MW 6 & 7 p.m. M
--	--	--	---	--

Testing Information

State law requires that "each undergraduate student, unless otherwise exempt, who enters a public institution of higher education must be tested for reading, writing, and math skills prior to enrolling in collegiate-level coursework."

All students who do not meet Texas Success Initiative standards or exemptions must test prior to registration.

For more information, go to www.tvcc.edu/testing or contact the Testing Center in Athens at 903-675-6385 or the counseling offices at Palestine 903-723-7047 or Terrell 972-563-4904.

Only the TSI (Texas Success Initiative) Assessment placement test will be accepted in Texas public colleges or universities.

TSI Assessment Administration Information

- Seating is limited. Testing begins at 8 a.m.
- Arrive early.
- Bring photo ID (You cannot test without it.)
- Bring \$35, check, cash, money order or debit/credit card.
- \$20 for one section; \$35 for two or more.

The THECB mandates that students must complete a Pre-Assessment Activity (PAA) prior to taking the TSI Assessment.

Go to the TVCC Testing Center homepage at www.tvcc.edu/testing for the PAA link. Print the PAA certificate and bring a copy of the PAA certificate with you on the day of testing.

NOTE: Expect to spend at least 30 minutes completing the PAA before arriving at the Testing Center.

TSI SCHEDULE TEST DATES

Please check www.tvcc.edu/testing for additional information

ATHENS CAMPUS TSI SCHEDULE

- First Monday of each month, except September and January
- Other days may be available; check www.tvcc.edu/testing for updated schedule
- Call 903-675-6385 for additional details

HEALTH SCIENCE CENTER CAMPUS TSI SCHEDULE

Every Wednesday at 9 a.m. and every Thursday at 1p.m.

PALESTINE CAMPUS TSI SCHEDULE

- Summer - first Thursday of June, July, and August
- Fall/Spring - first Friday of each month, except September and January
- Other days may be available; check www.tvcc.edu/testing for updated schedule
- Some appointments are available for Wednesdays and Thursdays. Call 972-563-4904 for scheduling and additional details.

Registration Dates & Payment Deadlines

FALL 2020

August 24, 2020 – December 14, 2020

April 27 – August 19, 2020 – Register in person at any TVCC advising office during normal business hours, or online at www.tvcc.edu

Aug. 14, 2020 (3 p.m.) – Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUND DATES:

Last day for 70% refund - Sept. 14, 2020

Last day for 25% refund - Sept. 21, 2020

FALL 8-WEEK 1

August 24, 2020 – October 16, 2020

April 27 – August 19, 2020 – Register in person at any TVCC advising office during normal business hours, or online at www.tvcc.edu

Aug. 14, 2020 (3 p.m.) – Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUNDS:

Last day for 70% refund - Sept. 2, 2020

Last day for 25% refund - Sept. 19, 2020

FALL 8-WEEK 2

October 26, 2020 - December 14, 2020

April 27 – Oct. 23, 2020 – Register in person at any TVCC advising office during normal business hours, or online at www.tvcc.edu

Oct. 16, 2020 (3 p.m.) – Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUNDS:

Last day for 70% refund - Nov. 4, 2020

Last day for 25% refund - Nov. 6, 2020



WINTERMESTER 2020

Dec. 16, 2020 – January 8, 2021

Nov. 16 – Dec. 15, 2020 – Register at any TVCC advising office during normal business hours, or online at www.tvcc.edu

Dec. 11, 2020 – Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUNDS:

Last day for 70% refund – Dec. 21, 2020

Last day for 25% refund – Dec. 22, 2020

SPRING 2021

Jan. 19, 2021 – May 10, 2021

Nov. 16 – Jan. 16, 2021 – Register in person at any TVCC advising office during normal business hours, or online at www.tvcc.edu

Jan. 8, 2021 (3 p.m.) – Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUNDS:

Last day for 70% refund - Feb. 8, 2021

Last day for 25% refund - Feb. 15, 2021

SPRING 8-WEEK 1

Jan. 19, 2021 – March 12, 2021

Nov. 16, - Jan. 15, 2021 – Register in person at any TVCC advising office during normal business hours, or online at www.tvcc.edu

Jan. 8, 2021 (3 p.m.) – Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUNDS:

Last day for 70% refund - Jan. 28, 2021

Last day for 25% refund - Feb. 1, 2021

SPRING 8-WEEK 2

March 22, 2021 – May 10, 2021

Nov. 16 – March 12, 2021 – Register in person at any TVCC advising office during normal business hours, or online at www.tvcc.edu

March 5, 2021 (3 p.m.) – Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUNDS:

Last day for 70% refund - March 31, 2021

Last day for 25% refund - April 5, 2021

ALL SUMMER 2021

June 1 – August 9, 2021

April 19 – May 13, 2021 – Register in person at any TVCC advising office during normal business hours, or online at www.tvcc.edu

May 20, 2021 (3 p.m.) – Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUND DATES:

Last day for 70% refund - June 17, 2021

Last day for 25% refund - July 22, 2021

NURSING TRANSITION 13-WEEK 2021

May 17 – August 9, 2021

April 27 – August 19, 2021 – Register in person at any TVCC advising office during normal business hours, or online at www.tvcc.edu

May 7, 2021 (3 p.m.) Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUNDS:

Last day for 70% refund - June 7, 2021

Last day for 25% refund - June 10, 2021

SUMMER 6 – WEEK 1

June 1 – July 5, 2021

April 19, - May 27, 2021 – Register in person at any TVCC advising office during normal business hours, or online at www.tvcc.edu

May 20, 2021 (3 p.m.) – Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUNDS:

Last day for 70% refund - June 7, 2021

Last day for 25% refund – June 9, 2021

SUMMER 6-WEEK 2

July 8 – August 9, 2021

April 19, - July 7, 2021 – Register at any TVCC advising office during normal business hours, or online at www.tvcc.edu

July 1, 2021 (3 p.m.) – Last day to pay tuition/fees. Pay-as-you-go registration continues. Pay in person at any TVCC cashier office during normal business hours, or online at www.tvcc.edu

REFUNDS:

Last day for 70% refund – July 14, 2021

Last day for 25% refund – July 16, 2021

FALL 2021

April 19, 2021 – Registration opens. Register in person at any TVCC advising office during normal business hours, or online at www.tvcc.edu



Financial Aid Information

How to apply for financial aid

- Complete and submit TVCC admissions application to the admissions office
- Apply for a FSA ID by following steps listed at this site: www.studentaid.gov. NOTE: Students and parents must have a separate FSA ID.
- Collect the documents needed to apply for the Free Application for Federal Student Aid (FAFSA), including IRS Tax Return, W-2 forms, etc.
- Access www.fafsa.ed.gov and complete the Free Application for Federal Student Aid (FAFSA). You may save your incomplete application until you are ready to submit to the FAFSA. **TVCC's school code is 003572.**
- Review the student aid report (SAR) after completing and submitting the FAFSA. If changes or corrections are needed, resubmit SAR for reprocessing. The SAR will contain information about your expected family contribution (EFC), the number used to determine eligibility level for federal student aid.
- Access the MyCardinalConnect financial aid portal to determine the status of your financial aid packaging with TVCC. NOTE: within two (2) business days after students have received communication from the TVCC Registrar and Admissions Office regarding admission status, students will be able to access TVCC's MyCardinalConnect portal via the TVCC homepage found under the Online Tools menu.

Financial Aid Priority Processing Deadlines

You must have FAFSA filed and all required documents in the Financial Aid Office by the deadline date for your award to be guaranteed by registration.



Priority processing information for students receiving federal financial aid

Students who submit financial aid paperwork by the priority deadline will have their awards for the semester in which they enroll processed and ready when the registration period begins.

When completing and submitting financial aid paperwork, it is important to include ALL verification paperwork (IRS Tax Transcript call 800-908-9946, verification worksheet, Financial Aid Information Sheet, etc.) so the Financial Aid office can complete your file.

All required forms are available for download at www.tvcc.edu/financialaid.

Loan Delivery Procedures

All loan funds will be disbursed at the same time other financial aid funds are released each semester, which is generally two weeks after the official census date of the semester (listed in calendar in TVCC catalog). Specific dates are posted each semester

on the Financial Aid website at www.tvcc.edu/financialaid under "Important Dates." Loan funds are released according to borrower status and the processing of the loan application. Loan funds are disbursed in TWO installments. If your loan is awarded for two semesters, you will receive ½ of the loan in the first semester and the other ½ of the loan in the second semester. If your loan is awarded for one semester only, you will receive ½ of the loan early in the semester and the other ½ of the loan after mid-semester.

First-time students: A first-time student's loan funds will be received and released to the student no earlier than 30 days after the first official class day. If a loan has been awarded, a student has completed the required entrance counseling and the financial aid office has received proof that the MPN has been signed by registration, a temporary loan MAY be available to use for tuition/fees and books to charge registration expenses until your federal loan funds can be released.

How to register through virtual (e-advising) registration

Students who are not eligible to register for classes via the MyCardinalConnect portal may choose to reach out to an advisor for assistance with registration via TVCC's e-advising.

E-advising is an electronic form that is to be completed by the student. Once submitted, the advising request is delivered directly to the TVCC Advisement Center.

When the schedule has been completed, students are notified via the email address they used to submit the e-advising form.

On the e-advising form, students must indicate what courses they wish to register for, including the section number in order to be registered; an advisor cannot choose your semester courses for you.

How to Pay for Tuition, Fees, and Housing

Payment of tuition and fees is due by the deadline listed in the semester calendar. Registration is not complete until payment is received or financial aid is applied. Payment for classes added to an already existing schedule is due at the time the course is added.

PAYMENT OPTIONS:

- **Online:** MyCardinalConnect secure payment portal via check or credit card (MasterCard, Visa, and Discover) accepted 24/7.
- **By mail:** Make check payable to TVCC, write the student's Cardinal ID number on the check, and mail to: TVCC Business Office, 100 Cardinal Drive, Athens, TX 75751
- **On campus:** Payments accepted at Business Office during normal business hours.

Students who have financial aid with a balance that is not paid in full or you have not entered into an installment contract schedule will be cancelled without exception.

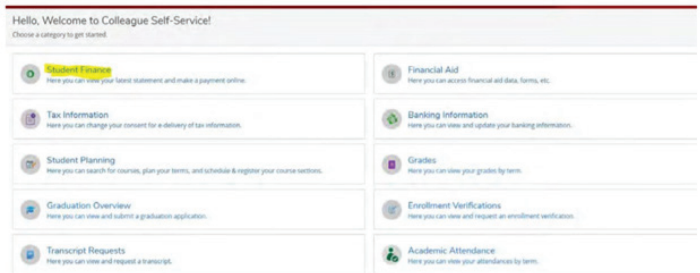
Access MyCardinalConnect

Payments to student accounts can be made online using MyCardinalConnect secure payment portal. MyCardinalConnect Student Finance Secure Payment Center allows students to view students bills and make payments. View real-time account information including current balance, recent activity, and estimated financial aid. Enroll in a payment plan. Sign up to receive text message reminder. Don't forget that you can authorize your parent's proxy access, if they need to view/pay your bill.

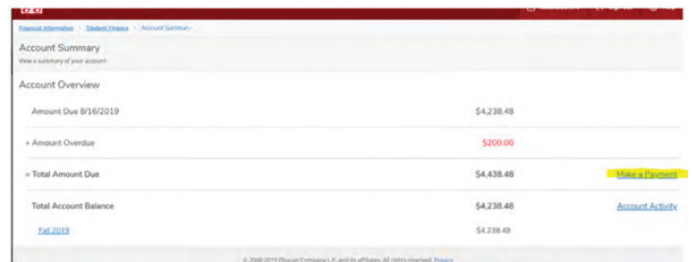
- Access the TVCC website at www.tvcc.edu and select "MyCardinalConnect".
- Your user name is your Cardinal ID. If you do not know your Cardinal ID, access webapps.tvcc.edu/GetIDs1.
- Your first password to log in is your TVCC Cardinal ID (lower case characters only) and TVCC password. Lowercase first initial + last four digits of your Social Security number + upper-

case last initial + 4 digit year of birth. So if your name is Jane Doe, and you were born in the year 1998, and your social security number ends in 1234, your new password would be: j1234D1998.

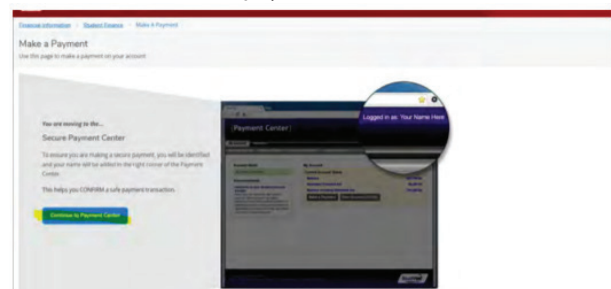
- Select student finance menu



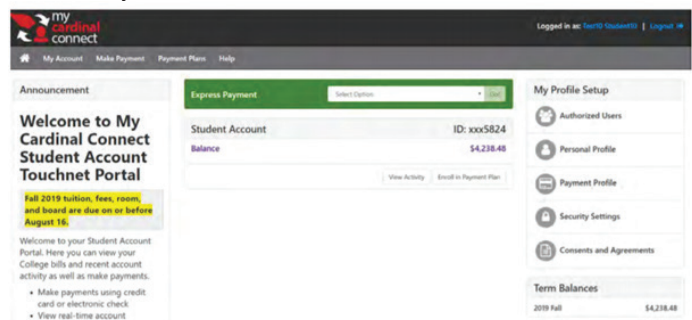
- Select make a payment link



- Select continue to payment center tab button



- Carefully review announcement on left hand column



- Choose express payment (for one-time payment) or enroll in payment plan
- Consider adding authorized users to the payment portal if there are other individuals that will be making payments on your account

Students are strongly encouraged to check account balances after ANY CHANGES are made to their class schedule.

Students will NOT receive a statement in the mail.

How to Register Online through MyCardinalConnect

Logging in to MyCardinalConnect

Within two business days after students have received communication from the TVCC Registrar and Admissions Office regarding admission, students will be able to access TVCC's MyCardinalConnect portal via the TVCC homepage found under the Online Tools menu. Detailed screenshots on how to log in to MyCardinalConnect are available on TVCC's registrar webpage.

Who can register online through MyCardinalConnect

Students who meet all of the following requirements may register for their classes through MyCardinalConnect online portal:

- Submitted all admissions paperwork to the registrar's office, including college application, test scores (TSI), and transcripts
- TSI Complete
- A certificate major and cleared with an advisor or counselor
- Cumulative 2.0 grade point average (GPA)
- Have no outstanding account balance or fine with TVCC
- Be in good academic standing and not on academic suspension
- High school graduate

How to register online through MyCardinalConnect

During the registration period, eligible students may have access to register for classes via the MyCardinalConnect portal. Detailed screenshots on how to search for classes and register are also available on TVCC's registrar registration webpage.

- Access TVCC MyCardinalConnect portal and log in using TVCC Cardinal ID (lower case characters only) and TVCC password.

- Select "Student Planning" from the main menu

- Select "Go to My Progress"

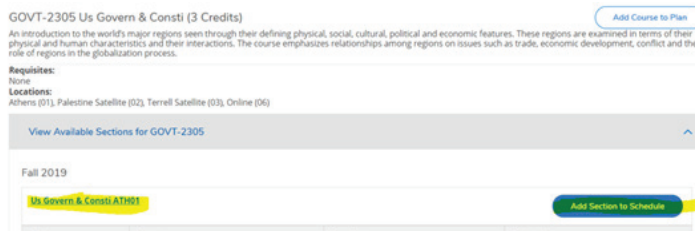
- Confirm your degree plan

- Plan your courses

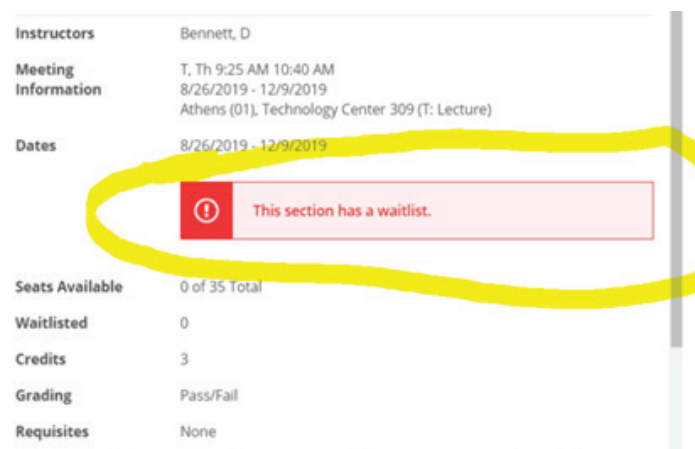
While still on the "My Progress" page, scroll down and select a course listed in your requirements for which you plan to register by clicking on the course.

- Select "View Available Sections for XXXX 1301" found below the course description to view the section options that are available for the course. Use the filter option in order to narrow search results according to desired parameters. Carefully confirm the dates for the course section that you are reviewing.

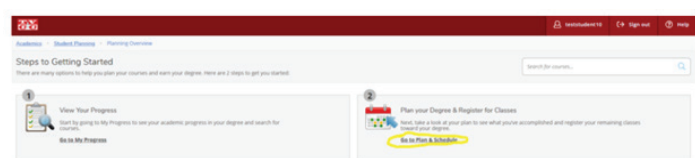
- Review available sections and determine which one to add. Select “Add Section to Schedule” Button to add the section to your planned schedule. NOTE – you are not REGISTERED for this section yet. You must finalize the registration by completing the steps listed below.



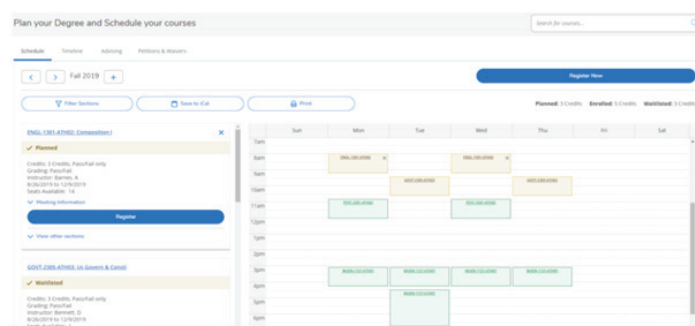
- A section may be full with a “waitlist” available whereby students will be registered for the course in the order of the waitlist should a vacancy become available. Carefully monitor TVCC email in order to know the current status of any course sections that you are waitlisted for.



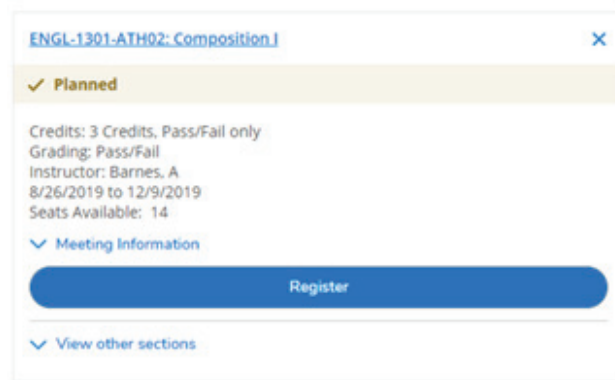
- In order to review your incomplete planned schedule Select “Go to Plan & Schedule”



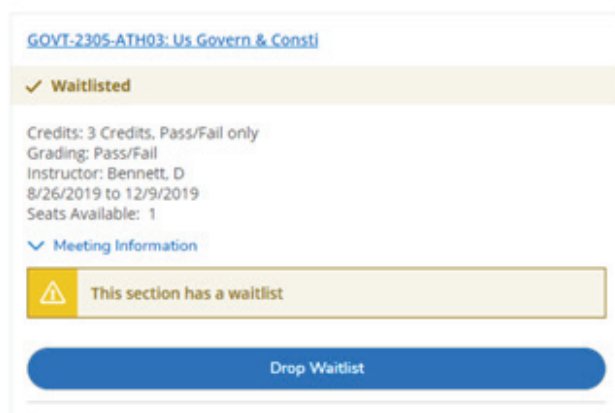
- Review your planned schedule, taking note of the notation “planned”. After confirming that the sections are accurate, select the “Register Now” button in the top right corner to complete the registration process for all courses that are planned.



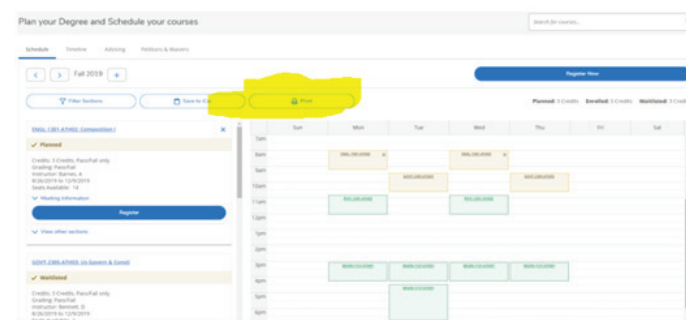
- Or, individually choose “Register” for each course until you have completed registration for each of them.



Waitlisted courses that you add to your schedule will appear as “Waitlisted” and remain labeled tan.



- Registration is complete. You have the option to print a copy of your complete schedule.



- Review the payment deadlines and instructions on how to make payment for your classes in order to avoid being deregistered for non-payment.

Tuition & Fees

REGULAR TAX-PAYING DISTRICT (IN DISTRICT)

- Tuition - \$39 per semester hour
- General Fee - \$49 per semester hour

Residents of the following school districts are within the regular tax-paying district: Athens, Brownsboro, Chandler, Crandall, Cross Roads, Eustace, Frankston, Kaufman, Kemp, La Poynor, Mabank, Malakoff, Murchison, Scurry-Rosser, Terrell, and Trinidad.

BRANCH CAMPUS TAX-PAYING DISTRICT (PALESTINE ISD)

- Tuition - \$39 per semester hour
- General Fee - \$49 per semester hour
- Out of District Palestine ISD Fee - \$22 per semester hour

Residents of Palestine ISD are within the branch campus tax-paying district.

OUT OF TAX-PAYING DISTRICT (OUT OF DISTRICT)

- Tuition - \$39 per semester hour
- General Fee - \$49 per semester hour
- Out of District Fee - \$76 per semester hour

Texas residents that do not reside in the following school districts are out of tax-paying district: Athens, Brownsboro, Chandler, Crandall, Cross Roads, Eustace, Frankston, Kaufman, Kemp, LaPoynor, Mabank, Malakoff, Murchison, Palestine, Scurry-Rosser, Terrell, and Trinidad.

NON-RESIDENT (OUT OF STATE)

- Tuition - \$150 per semester hour
- General Fee - \$49 per semester hour

2020-21 ESTIMATED TUITION AND FEES* BY RESIDENCY STATUS				
HOURS	In District	Branch Campus Tax-Paying District	Out of Tax-Paying District	Non-Resident
1	\$88	\$110	\$164	\$199
2	\$176	\$220	\$328	\$398
3	\$264	\$330	\$492	\$597
4	\$352	\$440	\$656	\$796
5	\$440	\$550	\$820	\$995
6	\$528	\$660	\$984	\$1,194
7	\$616	\$770	\$1,148	\$1,393
8	\$704	\$880	\$1,312	\$1,592
9	\$792	\$990	\$1,476	\$1,791
10	\$880	\$1,100	\$1,640	\$1,990
11	\$968	\$1,210	\$1,804	\$2,189
12	\$1,056	\$1,320	\$1,968	\$2,388
13	\$1,144	\$1,430	\$2,132	\$2,587
14	\$1,232	\$1,540	\$2,231	\$2,786
15	\$1,320	\$1,650	\$2,319	\$2,985
16	\$1,408	\$1,760	\$2,407	\$3,184
17	\$1,496	\$1,870	\$2,495	\$3,383
18	\$1,584	\$1,980	\$2,583	\$3,582
19	\$1,672	\$2,090	\$2,671	\$3,781
20	\$1,760	\$2,200	\$2,759	\$3,980
21	\$1,818	\$2,280	\$2,817	\$4,149
22	\$1,857	\$2,341	\$2,856	\$4,299

* Tuition and fees subject to change upon board of trustees approval.

The information in the tables to the left includes the statutory tuition and all required fees except those specific to courses. To be eligible for in-state tuition rates, an individual must provide proof of Texas residency for the year prior to enrollment. To be eligible for in-district tuition rates, an individual must be a Texas resident and have lived in the TVCC tax district for the six months prior to enrollment.

ADDITIONAL FEES

- \$50 late fee for students registering after the scheduled registration date
- \$40 internet fee for each distance learning course
- \$100 reinstatement fee for students reinstated after the official census date
- \$117 per credit hour for courses taken the third time and each time thereafter
- \$25 installment plan fee if tuition and fees are paid using the college's installment payment plan
- \$35 standard lab fees. Some designated courses with labs contain fees higher than \$35. Refer to the course description in the current TVCC catalog for the standard and designated lab fees.

Class Withdrawal Information

The student is personally responsible for withdrawing from enrollment. Students wishing to withdraw from a class or from school, must do so through the Office of Admissions and Registrar. Requests received after 4:30 p.m. will be processed the next business day.

Students eligible to register online may withdraw from classes online through the end of late registration. Students who withdraw once the semester begins may be required to re-pay a portion of financial aid already received.

Students withdrawing prior to the first day of the semester and through the 12th class day of the semester will receive no grade. After that time, the student receives a grade of "W" through the 12th week of the semester. Alternate semester withdrawal dates vary (see alternate semester refund schedule below).

While instructors may withdraw students for excessive absences, the ultimate responsibility for withdrawing is on the student. Students who fail to officially withdraw may receive a grade of "F" for the semester and may have to re-pay financial aid.

Tuition and Fees Credit Refund Policy & Schedule

TVCC calculates refunds for courses dropped or withdrawal from school within the first 20 class days of a long semester or seven class days of a summer term. In accordance with Texas Administrative Code (TAC) Rule §21.5, students who officially withdraw or drop a credit class shall have their tuition and mandatory fees refunded according to the following schedule:

Refund Schedule for Traditional Semesters

100% Refund	70% Refund	25% Refund	No Refund
SUMMER SEMESTER			
Prior to class day 1	Class days 1 - 5	Class days 6 & 7	Class day 8 - end of semester
FALL 16-WEEK & SPRING 16-WEEK SEMESTERS			
Prior to class day 1	Class days 1 - 15	Class days 16 - 20	Class day 21 - end of semester

Refunds will be mailed to the student approximately four weeks after the end of the applicable refund period.

Refund Schedule for Alternative Semesters

Term in weeks	100% Refund	Last class day to attend for 70% Refund	Last class day to attend for 25% Refund	No Refund
2 or less	Prior to class day 1	Class day 2	N/A	N/A
3	Prior to class day 1	Class day 3	Class day 4	Class day 5 through end of semester
4	Prior to class day 1	Class day 4	Class day 5	Class day 6 through end of semester
5	Prior to class day 1	Class day 5	Class day 6	Class day 7 through end of semester
6	Prior to class day 1	Class day 5	Class day 7	Class day 8 through end of semester
7	Prior to class day 1	Class day 7	Class day 9	Class day 10 through end of semester
8	Prior to class day 1	Class day 8	Class day 10	Class day 11 through end of semester
9	Prior to class day 1	Class day 9	Class day 11	Class day 12 through end of semester
10	Prior to class day 1	Class day 9	Class day 12	Class day 13 through end of semester
11	Prior to class day 1	Class day 10	Class day 14	Class day 15 through end of semester
12	Prior to class day 1	Class day 12	Class day 15	Class day 16 through end of semester
13	Prior to class day 1	Class day 13	Class day 16	Class day 17 through end of semester
14	Prior to class day 1	Class day 13	Class day 17	Class day 18 through end of semester
15	Prior to class day 1	Class day 14	Class day 19	Class day 20 through end of semester
16 or longer	Prior to class day 1	Class day 15	Class day 20	Class day 21 through end of semester

Refunds are generated from student accounts for reasons including an account credit from financial aid, sponsorships, or personal payment. After all charges are applied to the student's accounts, those with a remaining credit balance will be refunded. The refund transaction will be generated from any remaining credit balance on your student account. ALL refunds issued via paper check will be mailed to the student's address on file. If a student needs to update their address, please contact the Registrar's office.

Any charges incurred after a refund is mailed will be charged to the student's account and is the student's responsibility to pay. It is important to check your student account to verify charges and refund transactions.

Because payments are made to student accounts from many different parties, it is impossible to track which payments should be returned to which parties. We rely on the student to make the correct decision on reimbursing the appropriate parties once a refund has been issued from a student account.

HOURS AND LOCATIONS

Athens Campus (M-F 7:30 a.m. – 4:30 p.m.)
100 Cardinal Drive
Athens, TX 75751
903-675-6233
bookstore@tvcc.edu

Health Science Center (M-F 7:30 a.m. – 4:30 p.m.)
1551 TX-34
Terrell, TX 75160
469-614-3805
bookstore@tvcc.edu

Palestine Campus (M-F 8 a.m. – 4:30 p.m.)
2970 N. St. Hwy 19
Palestine, TX 75802
903-723-7024
bookstore@tvcc.edu

Terrell Campus (M-F 8 a.m. – 4 p.m.)
1200 E. I 20
Terrell, TX 75161
469-614-3838
bookstore@tvcc.edu

Purchasing textbooks online

Students may purchase textbooks online through www.tvccbookstore.com and pick them up at a TVCC campus or have them shipped via Fed Ex. Payment for textbooks purchased online must be made using a debit or credit card or financial aid during the designated charging periods.

Cengage Unlimited access is a digital subscription service provided by Cengage publishing company that makes available all ebooks and digital products that Cengage publishers have to offer. This subscription does not provide access to any content from other publishing companies. Cengage Unlimited is available for purchase in the TVCC bookstore or online at www.tvccbookstore.com.

General merchandise

All sales are final for clearance items, barcharts, and reference/test prep books. All other merchandise, excluding electronics, may be returned and/ or exchanged within five days of the purchase date must be in the same condition they were originally sold, and clothing must still have all tags attached.

Electronics

All sales are final for computers, laptops, tablets, or external hard drives. If your item breaks or is defective it must be handled through the manufacturer warranty, or other outside resources. Calculators, headphones, cables, flash drives, and other electronics may be returned and/or exchanged within five days of the purchase date and must be in the same condition they were originally sold.

Return and refund policy

- Full refunds available through 10th day of class for long semesters and third day of class for mini or summer semesters if returned in same condition they were sold
 - o New textbooks must be free of markings and the original wrap, packaging, box must be unopened and intact
 - o Used books may be returned if they are in the same condition they were sold
 - o Access codes and software must be unopened and unused
- Sales are final after the 10th day of class
- All returns or exchanges require the original sales receipt
- Refunds issued back to the original payment method
- Access codes must be returned complete, unopened, and not purchased as part of a textbook bundle
- Shipping charges are non-refundable
- Purchases by cash or check will be refunded by a check issued from the TVCC Business Office (allow 2-3 weeks for processing)
- All returns are at the discretion of the TVCC Bookstore

Textbook buyback guidelines

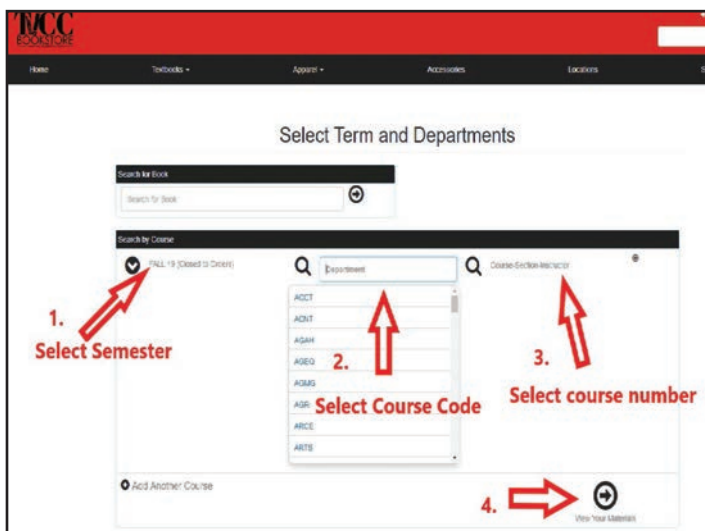
- Students may sell textbooks for cash at the end of each semester during finals
- Contact individual campuses for exact dates and times or check the Bookstore website at www.tvccbookstore.com
- Student ID is required to sell books

Directions for printing your textbook list from www.tvccbookstore.com

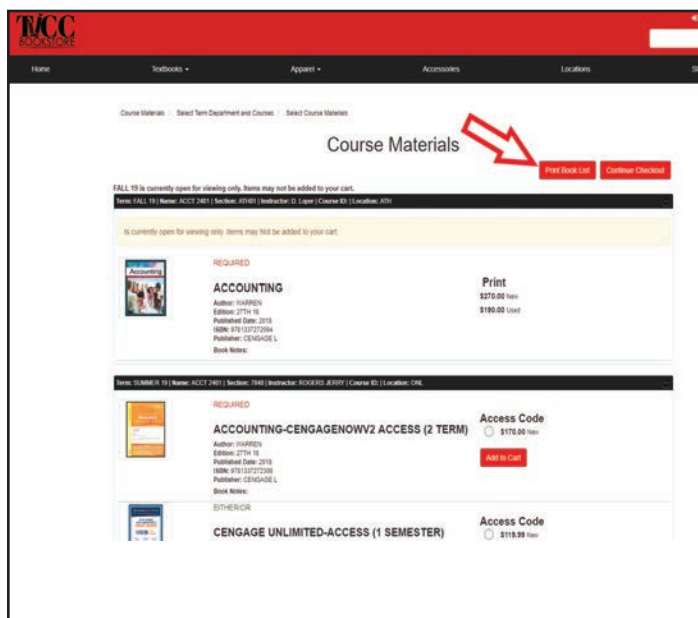
- Select "Book list/Order Books"



- You may add all of your courses on this screen before pressing "View your materials."



- Here you may PRINT your book list or PURCHASE your books online for pick up at any campus or have them shipped to your home!



Application for Graduation

Degrees and certificates are not awarded automatically.

Students must submit a graduation application through their MyCardinalConnect portal.

How to apply for graduation

- Log in to MyCardinalConnect
- Select "Graduation Overview"
- Complete the application

Graduation Application Deadlines

Fall Semester*	October 16, 2020
Spring Semester*	March 12, 2021
Summer semester*	July 8, 2021

* Check TVCC website for graduation dates and details.

Review Degree Audit

- Check to confirm that you are on track to meet the requirements for graduation by reviewing your degree audit at MyCardinalConnect
- Contact advisinghelp@tvcc.edu if you have questions





Directory of Correspondence

ACADEMIC ADVISING

Director of Student Pathways
Ms. Janet Green
903-675-6350
janet.green@tvcc.edu

ACADEMIC EDUCATION

Associate Vice President of Academic Affairs
Ms. Kristin Spizzirri
903-675-6238
kspizzirri@tvcc.edu

ACCOMMODATIONS/CARDINAL SUCCESS CENTER

Director of Student Success Center,
ADA Disabilities Coordinator
Ms. Melinda Berry
903-675-6224
mlberry@tvcc.edu

ADMISSIONS, TRANSCRIPTS & ACADEMIC RECORDS

Associate VP of Enrollment Management, Registrar
Ms. Tammy Denney
903-675-2617
tdenney@tvcc.edu

BUSINESS/COMPUTER SCIENCE DIVISION

Division Chairperson
Ms. Kristen Stovall
903 675 625
kristen.stovall@tvcc.edu

CAMPUS HOUSING

Director of Student Housing
Mr. Harold Jones
903-675-6256
hjones@tvcc.edu

CAMPUS SECURITY

Director of Campus Police & Public Safety
Mr. Stewart Newby
903-675-6254
stewart.newby@tvcc.edu

CAREER & TECHNOLOGY DIVISION

Division Chairperson
Mr. Donnie Fulford
903-675-6341
dfulford@tvcc.edu

ADULT & CONTINUING EDUCATION

Director, Adult and Continuing Education
Ms. Chris Hicks
903-675-6237
chicks@tvcc.edu

DISTANCE LEARNING

Director, Distance Learning
Dr. Holley Collier
903-675-6259
holley.collier@tvcc.edu

DUAL CREDIT

Director, Dual Credit
Ms. Kelley Townsend
903-675-6338
ktownsend@tvcc.edu

FINANCIAL AID

Director of Financial Aid
Ms. Tonya Richardson Dean
903-675-6233
tonya.dean@tvcc.edu

FINE ARTS DIVISION

Division Chairperson
Ms. Kristin Huggins
903-675-6230
kristin.huggins@tvcc.edu

HEALTH SCIENCE CENTER
Provost, Health Occupations
Dr. Helen Reid
469-614-3800
hreid@tvcc.edu

INFORMATION TECHNOLOGY & HELP DESK
903-675-6300
<https://tvcc.service-now.com>

INSTRUCTION
Vice President of Instruction and Chief Academic Officer
Vacant
903-675-6210

KINESIOLOGY DIVISION
Division Chairperson
Mr. Guy Furr
903-675-6219
gfurr@tvcc.edu

LANGUAGE ARTS DIVISION
Division Chairperson
Ms. Amy Rogers
903-675-6369
arogers@tvcc.edu

LEARNING RESOURCE CENTER
Director, Learning Resources
Dr. Karla Bryan
903-675-6229
kbryan@tvcc.edu

MATHEMATICS DIVISION
Division Chairperson
Ms. Lisa Clark
903-670-2633
lclark@tvcc.edu

PALESTINE CAMPUS
Provost, Palestine Campus
Dr. Jeff Watson
903-723-7023
jwatson@tvcc.edu

PUBLIC INFORMATION
Director of Marketing & Communications
Ms. Marlo Bitter
903-670-2636
marlo.bitter@tvcc.edu

RECRUITMENT
Director of Recruiting/High School Outreach
Blake Williamson
903-670-2691
blake.williamson@tvcc.edu

SCIENCE DIVISION
Division Chairperson
Ms. Erica Richardson
903-675-6262
erichardson@tvcc.edu

SOCIAL SCIENCE DIVISION
Division Chairperson
Ms. Donna Bennett
903-675-6348
dbennett@tvcc.edu

STRATEGIC PLANNING, EFFECTIVENESS & ACCREDITATION
Director, Strategic Planning, Effectiveness & Accreditation
Ms. Tina Rummel
903-675-6282
accreditation@tvcc.edu

STUDENT ACCOUNTS
903-675-6269
businessoffice@tvcc.edu

STUDENT SERVICES
Vice President of Student Services and Athletic Director
Dr. Jay Kinzer
903-675-6220
jkinzer@tvcc.edu

TITLE IX
Director of Human Resources
Ms. Janene Dotts
903-675-6215
TitleIX@tvcc.edu

TERRELL CAMPUS
Provost, Terrell Campus
Dr. Algia Allen
903-563-9573
aallen@tvcc.edu

TESTING
Director of Testing
Ms. Diane Milner
903-675-6385
dmilner@tvcc.edu

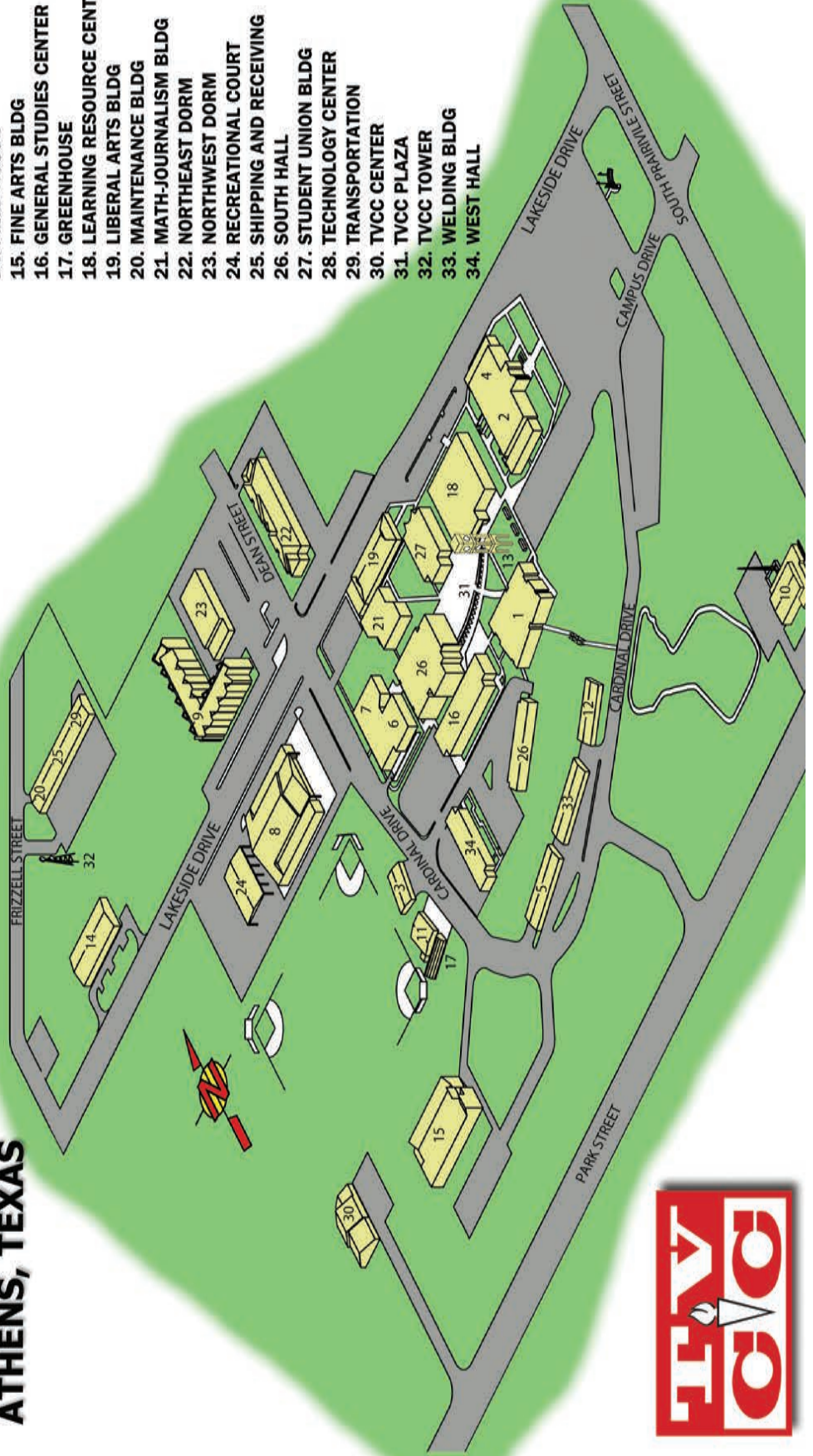
VETERAN SERVICES
Director of Financial Aid and Veterans Services
Ms. Tonya Richardson-Dean
903-675-6233
tonya.dean@tvcc.edu

WORKFORCE EDUCATION
Associate Vice President of Workforce Education
Vacant
903-675-6232

TRINITY VALLEY COMMUNITY COLLEGE

HENDERSON COUNTY CAMPUS ATHENS, TEXAS

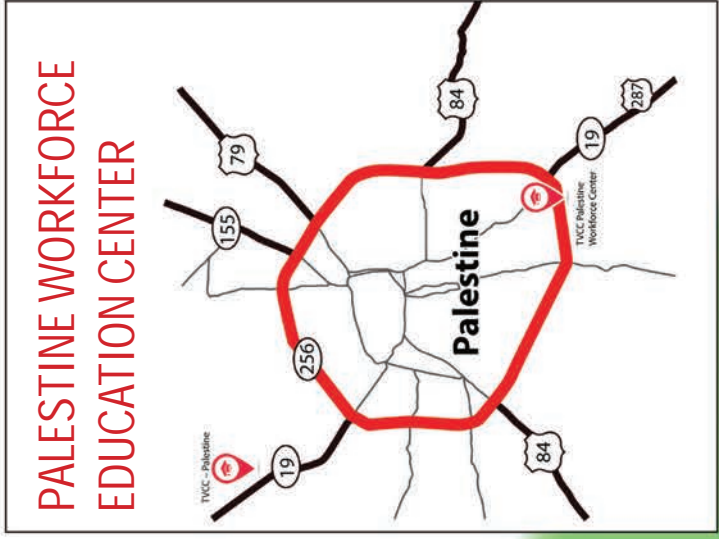
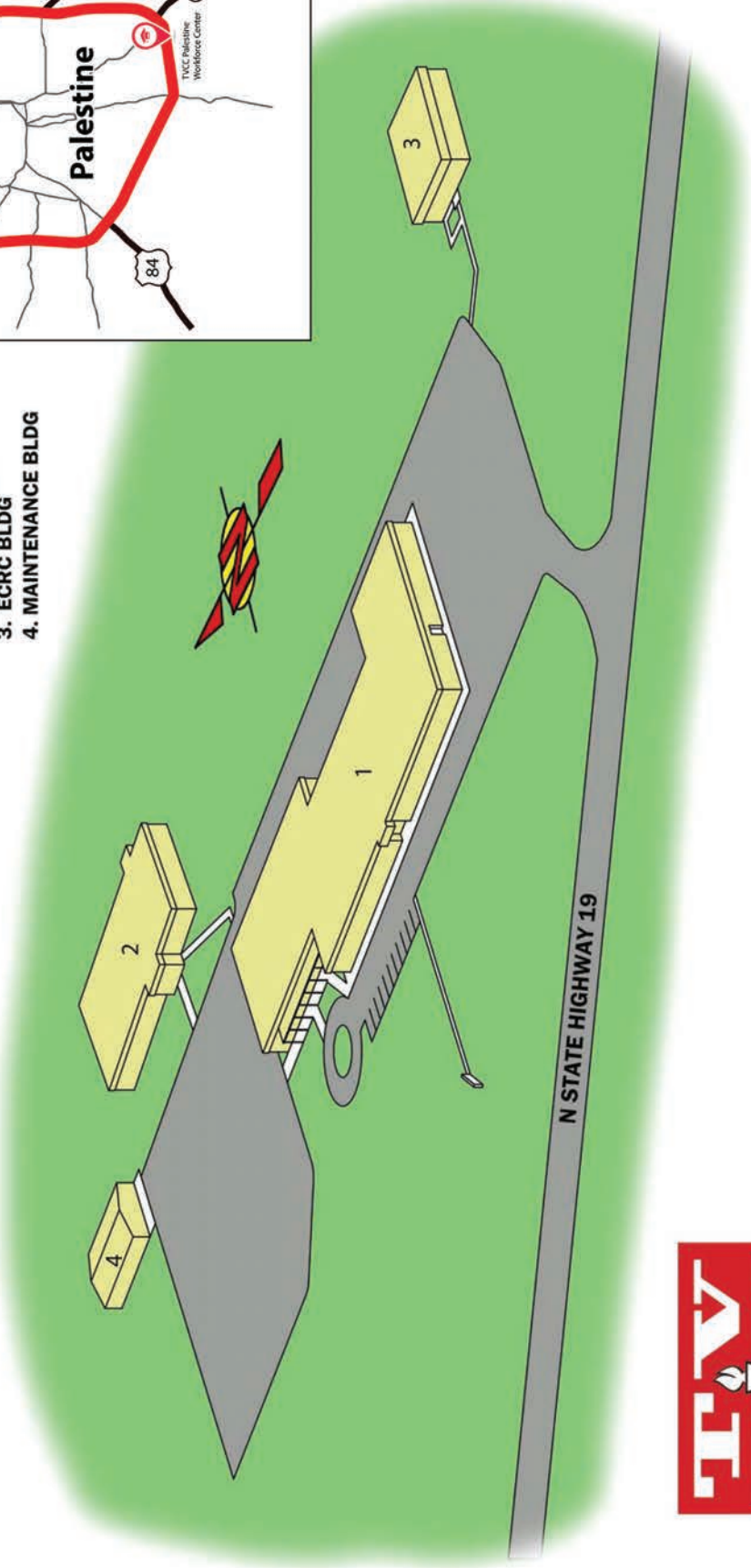
- BUILDING KEY**
1. ACADEMIC BLDG
 2. ADMINISTRATION BLDG
 3. AGRICULTURE CENTER
 4. AUDITORIUM
 5. AUTO MECHANICS BLDG
 6. BOOKSTORE
 7. CAFETERIA
 8. CARDINAL GYMNASIUM
 9. CARDINAL HALL
 10. CARDINAL FITNESS CENTER
 11. CLASSROOM BLDG / NAIL TECH
 12. COSMETOLOGY
 13. ETHEL MAY & FRANK JOHNS TOWER
 14. FIELD HOUSE
 15. FINE ARTS BLDG
 16. GENERAL STUDIES CENTER
 17. GREENHOUSE
 18. LEARNING RESOURCE CENTER
 19. LIBERAL ARTS BLDG
 20. MAINTENANCE BLDG
 21. MATH-JOURNALISM BLDG
 22. NORTHEAST DORM
 23. NORTHWEST DORM
 24. RECREATIONAL COURT
 25. SHIPPING AND RECEIVING
 26. SOUTH HALL
 27. STUDENT UNION BLDG
 28. TECHNOLOGY CENTER
 29. TRANSPORTATION
 30. TVCC CENTER
 31. TVCC PLAZA
 32. TVCC TOWER
 33. WELDING BLDG
 34. WEST HALL



TRINITY VALLEY COMMUNITY COLLEGE

ANDERSON COUNTY CAMPUS PALESTINE, TEXAS

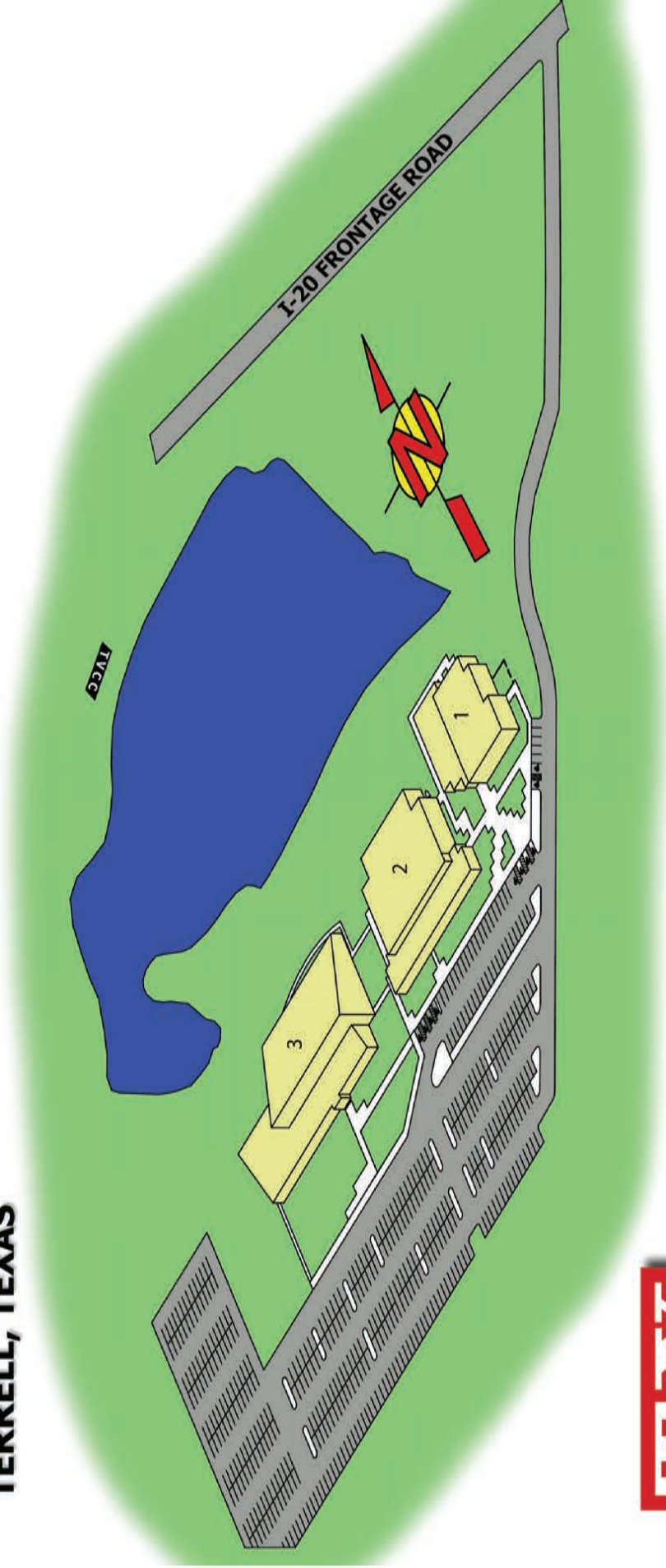
- BUILDING KEY**
1. ANDERSON BLDG
 2. CALHOUN BLDG
 3. ECRC BLDG
 4. MAINTENANCE BLDG



TRINITY VALLEY COMMUNITY COLLEGE

**KAUFMAN COUNTY CAMPUS
TERRELL, TEXAS**

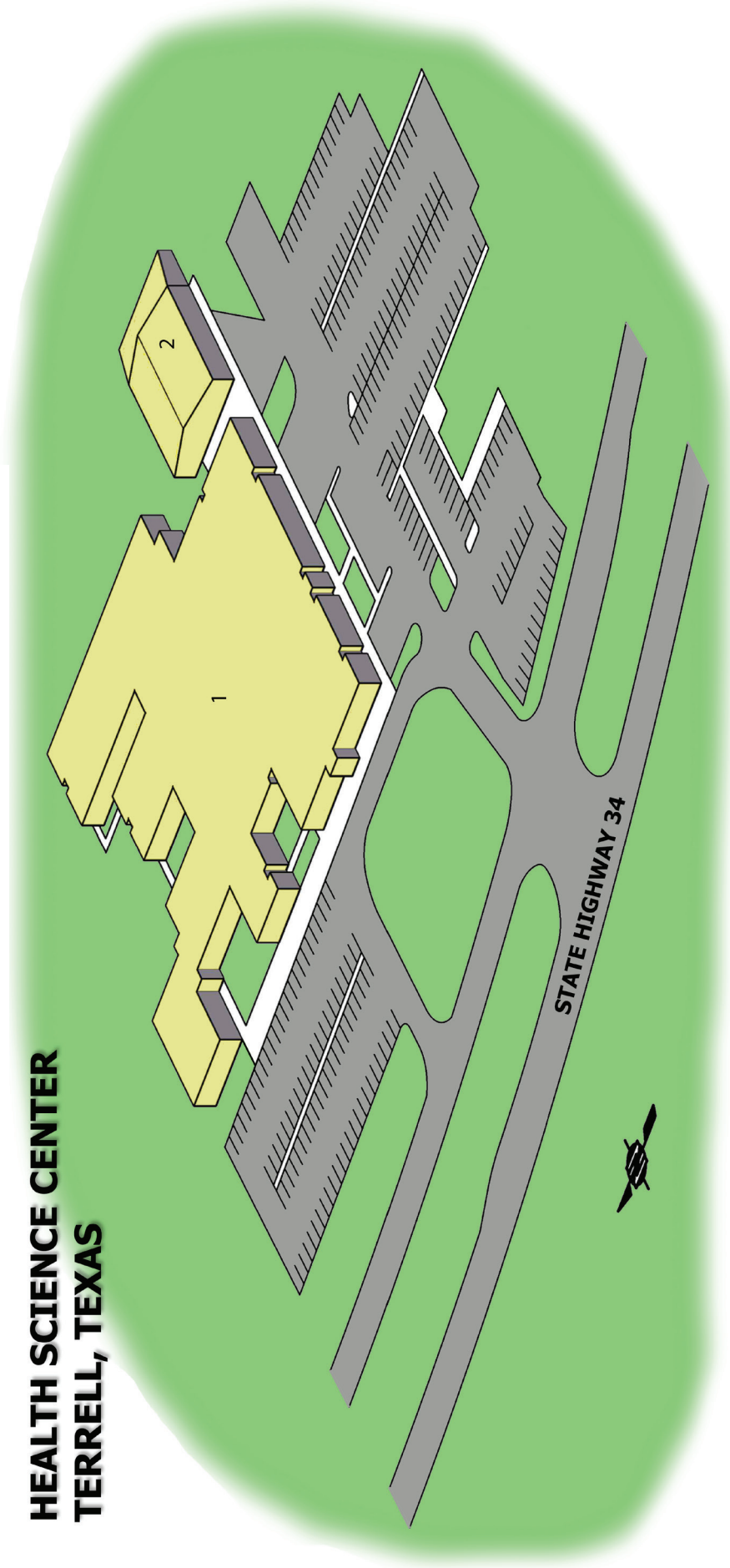
- BUILDING KEY**
- 1. ADMINISTRATION BLDG
 - 2. EDUCATION BLDG
 - 3. LEARNING RESOURCE CENTER



TRINITY VALLEY COMMUNITY COLLEGE

- BUILDING KEY**
1. HEALTH SCIENCE CENTER
2. HEALTH SCIENCE ACADEMY

**HEALTH SCIENCE CENTER
TERRELL, TEXAS**



CARDINAL SUCCESS CENTER

GOAL



HELPING TVCC
SUCCEED

LOW-COST PRINTING
BLACK & WHITE .1¢



3RD FLOOR — BAUGH TECH BUILDING — ATHENS CAMPUS — ROOM 320

CONTACT US @ 903.670.2647 OR CSC@TVCC.EDU

Having trouble in class?
TVCC has **FREE** tutoring!
Athens Campus: 903.670.2647
Terrell Campus: 972.563.9573
Palestine Campus: 903.729.0256
Kaufman Campus: 972.932.4309



WORRIED ABOUT

🦠 **COVID-19?** 🦠

HAVE NO FEAR! THE CSC HAS FREE
ONLINE TUTORING!