

North Central Texas College Office Hours

For Admissions, Counseling & Testing, Financial Aid, Business Office, and Bookstore

Spring 2018 Semester Begins January 16!

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- **Before coming to campus, check your MyNCTC student portal or contact any Admissions Office** to see if you have missing documents or Holds that would prevent you from registering for classes.
 - **Arrive on campus EARLY in the day**-waiting until later in the day may impact your ability to complete all steps for class registration! **You can also check into one of our offices IN ADVANCE** through the [Lion Up! QLess app](#) or by adding yourself to a line from an on-campus kiosk.
- *Please note that during peak registration periods office queues will close once they have reached maximum capacity for the day, and are usually full at least ONE HOUR prior to offices closing.***
- Obtain a Registration Permit (*from Admissions*) prior to meeting with an advisor-**make sure you ALWAYS have a photo ID with you, any time you come on campus!**
 - During the first week of the Spring semester, **students can continue to add any classes that have openings, even online classes.** Please be aware that any classes DROPPED on or after the first day of the semester (*Jan. 16*) will not be eligible for a full refund.
 - **Students who are required to complete TSI placement testing and/or enroll in college preparatory/developmental courses should not wait to register for classes.** If the required college preparatory course you need is full, you will be prevented from enrolling in any courses for the Spring semester - so **test early**, meet with an advisor, and enroll in classes soon!
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****Extended Hours Still Available!****

JANUARY 8-13

Mon-Tues, January 8-9

All Campuses **8AM-6:30PM**

Wed-Thurs, January 10-11

CORINTH

8AM-6:30PM

GAINESVILLE

8AM-6:30PM

FLOWER MOUND/BOWIE/GRAHAM

8AM-5:00PM

Friday, January 12

All Campuses **8AM to 3:00PM**

Saturday, January 13

CORINTH

9AM-1:00PM

GAINESVILLE

9AM-1:00PM

JANUARY 15-19

Monday, January 15

****(First day of Spring semester is January 16)****

All NCTC Campuses closed for MLK Holiday

Tues-Wed, January 16-17

All Campuses **8AM-6:30 PM**

Thursday, January 18

CORINTH

8AM-6:30PM

GAINESVILLE

8AM-6:30PM

FLOWER MOUND/BOWIE/GRAHAM

8AM-5:00PM

Friday, January 19

All Campuses **8AM-NOON**

REGULAR BUSINESS HOURS RESUME AFTER JANUARY 18

**ALL CAMPUSES: 8AM-5:00PM Monday-Thursday
8AM to NOON Friday**