



Home of the All American  
Veterans Center

# FTCC

Bragg Training & Education Center  
4520 Knox Street, Building 1-3517 Wing F  
Fort Bragg, North Carolina 28307

[www.faytechcc.edu](http://www.faytechcc.edu)



**MyCAA**

**MY CAREER  
ADVANCEMENT  
ACCOUNT**

# FTCC

Fayetteville Technical Community College



## STEPS FOR APPLYING:

1. Establish a MyCAA Account:
  - Visit the MyCAA Spouse Portal online at: <https://mycaa.militaryonesource.mil/mycaa>
2. Complete FTCC Admissions Process:
  - Application.
    - » Complete the Residency Determination System(RDS)
      - Residency determination establishes if students have in state or out of state tuition.  
Visit, <https://ncresidency.cfnc.org/residencyinfo/>
      - Copy or print the Confirmation Number (RCN) for future reference.
    - » Complete the FTCC application following RDS: [www.faytechcc.edu/apply-now](http://www.faytechcc.edu/apply-now)
      - Use the same username and login when completing the RDS application.
  - Supply FTCC with all transcripts (high school and college).
  - Take the RISE placement test (unless exempt).
  - Speak with a counselor to be placed into an approved program.
    - » Associates in Arts, All Fine Arts Programs, General Education and Science will NOT be covered by MyCAA. Students completing health programs and are coded A10300H, will not be covered by MyCAA until approved into their program.
    - » Students interested in health programs and need assistance with their current status of acceptance may speak with a health advisor or contact [healthcounseling@faytechcc.edu](mailto:healthcounseling@faytechcc.edu).
3. To request an education plan, 910-678-1050 or email [mycaa@faytechcc.edu](mailto:mycaa@faytechcc.edu).  
Include the following information in your email:  
Full Name, Date of Birth, Student ID number or Last four of Social Security Number, Program of Study, and beginning term date.

4. MyCAA Education Plans are sent to your FTCC Student email account. The Education plan will list each course remaining to complete your program. Upload the document into your MyCAA account or contact a MyCAA representative for assistance.
5. Register for Courses
  - Visit your advisor or register from your FTCC Webadvisor account.
6. Request Financial Assistance (FA)
  - You will immediately request Financial Assistance for each course on your schedule
  - Students can request Financial Assistance 60 to 1 day prior start of term. Approval may take 48 hours up to 14 business days.
7. Print the payment invoice from MyCAA and submit to an FTCC Cashier located at the Thomas R. McLean Administrative Building or Tony Rand Student Center.
  - A \$56 student fee will be due at this time and is not covered by MyCAA.
  - If you have any questions regarding your account or payment, please contact Quanda Woodard at 910-486-3956.

The Military Spouse Career Advancement Account (MyCAA) is a career development and employment assistance program. MyCAA helps military spouses pursue licenses, certificates, certifications or Associate's Degree (excluding Associates Degrees in General Studies, Liberal Arts, and Interdisciplinary Studies that do not have a concentration) necessary for gainful employment in high demand, high growth portable career fields and occupations.

### *Who is eligible?*

Active Duty, National Guard and Reserve Component Spouses E-1 to E-5, W-1, W-2, O-1 and O-2

### **MyCAA Deadlines for Education Plans**

| SEMESTER    | LENGTH OF CLASSES       | DEADLINE               |
|-------------|-------------------------|------------------------|
| Spring 2022 | 16-Weeks                | <b>January 7, 2022</b> |
|             | 1 <sup>st</sup> 8-Weeks | <b>January 7, 2022</b> |
|             | 2 <sup>nd</sup> 8-Weeks | <b>March 8, 2022</b>   |
| Summer 2022 | 1 <sup>st</sup> 8-Weeks | <b>May 21, 2022</b>    |
|             | 2 <sup>nd</sup> 8-Weeks | <b>June 10, 2022</b>   |



**MyCAA**  
Financial Assistance  
for Military Spouses  
of up to \$4,000!