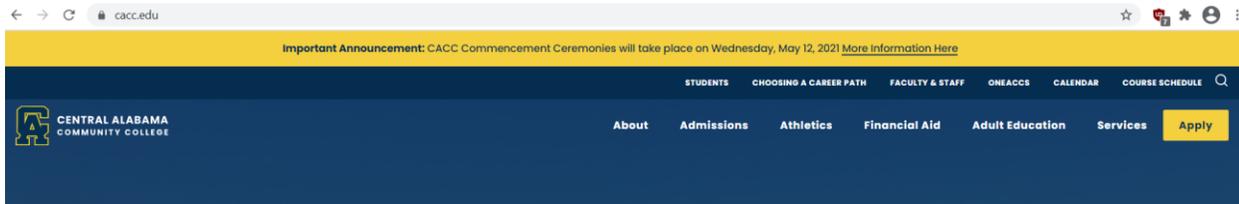


## eRefund Account Setup Instructions

1. Go to [www.cacc.edu](http://www.cacc.edu)
2. Click ONEACCS and sign in with CACC e-mail and password



3. Click the "STUDENT" tab
4. Click "Student Account" at the bottom of the list



### Student

#### [Admissions](#)

Apply for Admission or Review Existing Applications

#### [Registration](#)

Add or Drop classes

#### [Student Profile](#)

View your Registration Status, Holds, and Class Schedule

#### [Student Records](#)

View your grades and transcripts

#### [Student Account](#)

View your account summaries, statement/payment history and tax information

5. Next click "Touchnet Payment Center" at the bottom of the list



### Student Account

#### [Account Summary](#)

Account Summary by Term

Account Detail for Term

Select Tax Year

Tax Notification

View Holds

[Touchnet Payment Center](#)

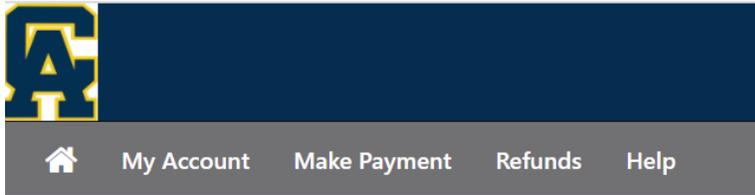
RELEASE: 8.9.1.3

6. In Touchnet Payment Center you have two options to set up Refund Account information

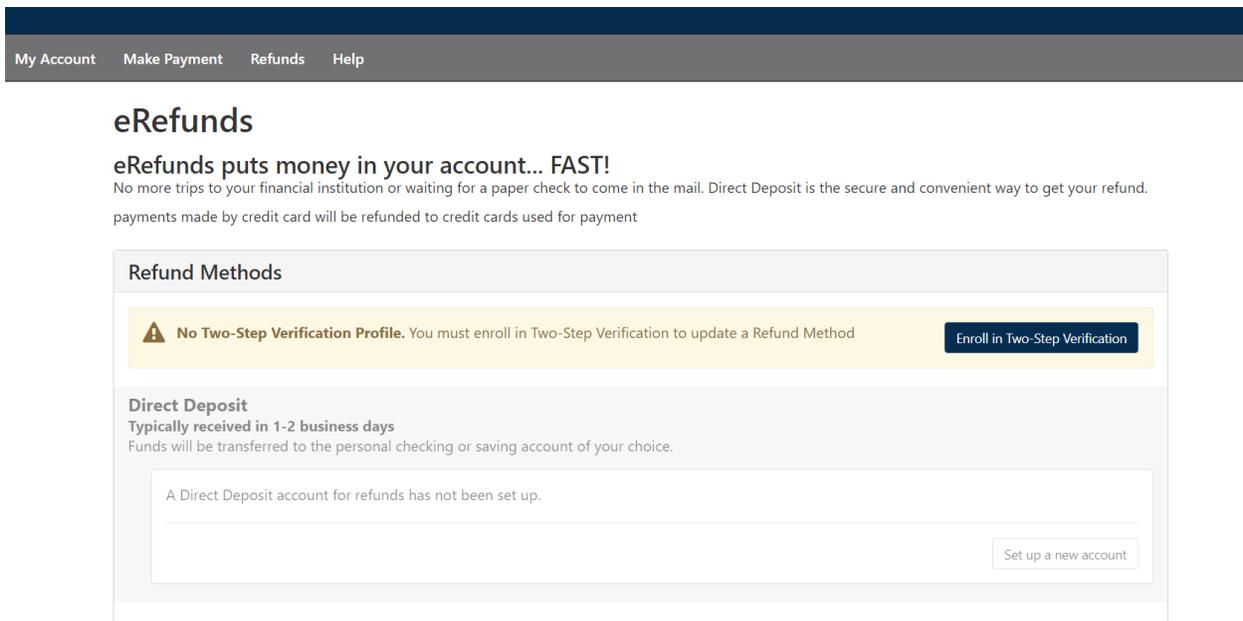
Option 1: Click the hyper link (Refund Account Setup) in the pink box that appears in the middle of the home page and it will take you to the area to key in your account information



Option 2: Click the “Refunds” option in the gray task bar and it will take you to the Refund Account Setup page



The links will bring up this Setup page



If you have a saved payment method in your profile that is used to make payments to CACC an option will be given to select this account information to be set up to receive eRefunds. This selection can be used or new account information may be entered.

Please verify your account information is correct. CACC is not responsible for information that is entered incorrectly. Please double check your account numbers. The account entered is where your refund will be deposited when the eRefund process is used to issue refunds.

Thank you for signing up for eRefunds!