

Policy for Refunds for Withdrawing from Class

Students who do not completely withdraw from the College but drop a class during the regular drop/add period will be refunded the difference in tuition paid and the tuition rate applicable to the reduced number of hours, including fees appropriate to the classes dropped. There is no refund due to a student who withdraws from a class after the official drop/add period. If the student owes the College additional tuition and fees as a result of adding classes, the student must pay the additional amount to the Business Office before attending class. Amounts that may be due students by the College as a result of dropping classes will be refunded as applicable after the second week of the term as long as the student account balance is zero. No refunds of any type will be issued if the student has an account balance greater than zero.

In some cases, you may be given a refund if you drop a class that meets on an irregular basis--for example, if you drop a class that meets only one day during the semester. For more information, contact the Business Office. For calculating refunds, a week is defined as seven (7) calendar days. The first official day of classes is indicated on the College calendar as the day that classes begin. This day may not be the first day on which all classes begin.

Coastal Alabama Community College uses Touchnet Bill + Payment portal to process refunds due to students.

Current Students can maintain their Touchnet payment portal accounts at https://secure.touchnet.net/C20421_tsa/web. This website is where a student accesses their Refunds account to manage their refunds, view latest eBill Statement, student account details, etc. Once signed in, students have the option to sign up for their refund to be delivered via direct deposit. For further questions regarding your refund please call 251-580-2217.

Subject to Change