

ENROLLING IN ELECTRONIC REFUNDS

If you are due a refund, it is now easier and faster to receive it.

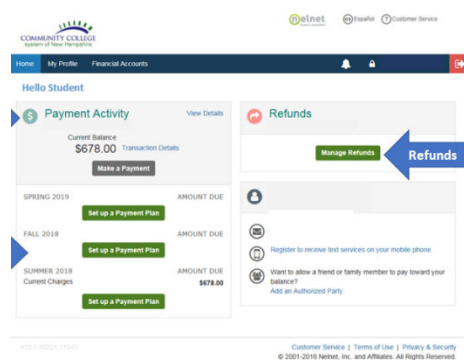
Three different refund options are now available:

1. **Bank Account:** Students can now receive refunds in as little as two business days from the day a refund is processed via EFT/Direct Deposit to a Checking or Savings Account.
2. **Reloadable Debit Card:** If you have a reloadable pre-paid/debit card you can request that your refund be transferred to that account.
3. **Paper Check:** As always, you can receive a paper check mailed to the address we have on file at GBCC. (If a refund method is not selected, the refund will be sent to you as a paper check.)

Simple Steps to Enroll in Electronic Refunds

You will need your EasyLogin information to log into the Student Information System (SIS). If you do not have your EasyLogin information, please follow the instructions on the back of this sheet.

- Sign into Student Information System (SIS):
 - <https://sis.ccsnh.edu>
 - Enter EasyLogin Username (ex: jsmith123)
 - Enter EasyLogin password
 - Click Sign In
- Click on the 'Student' tab
- Click on 'Student Account'
- Click on 'Enroll and Manage Electronic Refunds'
- Nelnet Enterprise page will display (see below)



- Click on 'Manage Refunds'
- Click on 'Edit Refund Method'
- Choose your preferred refund method
 - Fill in the necessary information
 - *Important: Please verify your account information*

You will receive an email confirmation when something has changed on your refund profile. You will also receive an email from Nelnet when a refund is ready to be processed and how you will receive it whether it is by your chosen refund method or by a check in the mail.

We strongly encourage you to sign up for the EFT/Direct Deposit process as it is dramatically faster and more secure. If you have any questions about this process feel free to contact the Business Office at (603)427-7600 ext. 7526 or by email at GBCCBusinessOffice@ccsnh.edu.