Refund Preference Instructions

First, login to your Go Redlands account



If you would prefer to have a check mailed to your address, please take a minute to verify that the address we have for you is correct. You may do so by logging into SelfService, clicking your icon with your user name at the top right, and then selecting "user profile" You do not need to create an account with ECSI in order to have a check mailed to you.

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-	About You	,	Em	ergency Information		
	Date of Birth		Vie	w/Add Proxy Access		
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3	Last Confirmed On: Click to confirm that the address(es) below is accurate as of today.				Co	onfirm
	+ Add New Address					
	Address	Туре		Preferred	Remove or	r Edit
		Home/Home Office				

In order to set up Direct Deposit as your refund preference, you will need your Heartland Key, which will have been sent to your student email by ECSI. To check your student email, you will first need to login to your Go Redlands account, then click the Outlook tile.

You should have received an email from ECSI, similar to the example below.



Dear Student,

On behalf of Redlands Community College, ECSI is pleased to welcome you to RefundSelect, a refund disbursement service that provides you with the best and most comprehensive refund disbursement options in higher education.

Just set it up once and you're done. Simply access your RefundSelect account to make your refund disbursement method selection. It is a simple 1-2-3 step online process that takes less than 10 minutes.

Why should I select a refund disbursement option? During your college enrollment, you may at some time be eligible for a financial aid refund or another type of disbursement. To ensure quick and simple receipt of your funds, we recommend that you select your preferred refund disbursement method. All future refunds will be disbursed based on the method you selected.

We will keep you in the loop. Keep your contact information current and you'll receive timely email notification when a refund disbursement is available. You can access your account any time to see the status of your refund disbursements.

How do I select my preferred refund disbursement method? Simply connect your Heartland Key to connect your RefundSelect account profile, select your preferred refund method, and sit back and wait for your refund disbursement. Yes, it is that eacu

Your Heartland Key:

Click the link in the email that says Get Started Now

You will first need to register and create a new profile. This username and password does not need to be the same as the login that you use for Go Redlands, but it can be if you would like.

			Toll-Free +1 (888) 549-3274				
ECSI	Find Your Tax Document	Download Forms	Help Center Co	Intact Us	Sign In Register		
Sign	n or Reg	ister					
	Si	gn in or create a pro accour	ofile to view all of your E hts together.	CSI	Let's begin a chat! Please type your name*		
	Sig to an exist	n In IING PROFILE		gister A NEW PROFILE			
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(201) 555-0123		Street Address 2 (0	ptional)		Security Answer 2		
Phone Number Type		City			Security Question 3		•
Email Address		Select a state		•	Security Answer 3		
Confirm Email Address		Zip Code			I'm not a robot	reCAPTCHA	
Back Continue		Back	Continue		Back	Privacy - Terms	

Follow the prompts and fill in your contact information, address, and security questions.

When you are finished, you will be redirected to the sign in/register page where you started. Now that you have an account, you will go ahead and sign in.

You will want to click the plus sign to connect your ECSI account to your Redlands account.



You will then enter your Heartland Key from the email you received as well as your student ID number. Be sure to include the proceeding zeros in your student ID number.

Home	Your Communication Center	Download Forms	Help Center	Contact Us				
Connect An Account								
	Connect your existing accounts to your profile.							
	Connect An Enter Your HEARTLAND YOUR HEARTLAND KEY IS SAST DUE NOTICES, AND OT FURNING Heartland Key Min not a robot	Account Locate Don Ecsi BILLING STATEMENTS, HER NOTIFICATIONS. 199012	Search for HAVING TROUBLE L FOR 1098-T FOR LOAN / FOR PAST DUE STU FOR REFUND DISBU	Dr Your Heartland Key D.C.CATING YOUR HEARTLAND KEY? TAX FORMS, CLICK HERE >> ACCOUNTS, CLICK HERE >> JDENT ACCOUNTS, CLICK HERE >> RSEMENT ACCOUNTS, CLICK HERE >>				
If you do not want to connect an account now, skip this step and continue to your profile. You can connect accounts at any time. Skip this step »								

Next, click "Update Delivery Method" and then "select" under Direct Deposit.



Enter in your account information that you would like to use for Direct Deposit. Once you are finished click continue and you're done!

Provide your bank account information to receive your refund by Direct Deposit once a refund has been issued.

ACCOUNT INFORMATION

Bank Account Type:

ABA/Routing Number

Where do I find the ABA/Routing Number?

Account Number

Where do I find the Account Number?

Confirm Account Number

Account Holder Name

Back Con

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