

# Use WebAdvisor to get your Student Refund faster

When a student account has a credit balance where payments and credits exceed total charges due, a refund of these excess proceeds will generally be processed and the excess returned to you. Refund checks are issued within 14 days after the Financial Aid disbursement date, please check your student email to confirm the disbursement date.

## Direct Deposit – The FASTEST way to get your refund

Hagerstown Community College offers the convenience of Electronic Refund Direct Deposit. Direct Deposit allows you to have your Student Account refund automatically deposited directly into your personal checking or savings account. Once you sign up for direct deposit, HCC will send you an email notification to inform you of the transaction.

### What are the benefits to direct deposit?

- Quick and extremely convenient. **Funds will typically be available days before you would receive a paper check in the mail!**
- Deposit(s) are made automatically without any effort on your part, after your enrollment has been completed
- Safety and confidentiality is assured with electronic transfer to your account
- Absolutely no charge to you for the electronic deposit service
- Amount(s) of your direct deposit(s) will appear on the monthly statement you receive from your financial institution
- Start earning interest on your money immediately when electronically deposited to an interest bearing account
- Avoid long lobby and drive-in lines
- No risk of misplacing your check
- Eliminates the possibility of your check being lost or stolen and forged
- Saves postage costs and avoids delays of banking by mail

### Sign up in WebAdvisor

#### Logging In – Preferred Browser Internet Explorer or FireFox

- Link available on HCC webpage
- Click on “**Register/WebAdvisor**”
- Click Log In on the top right of the screen
  - ID is typically your email/moodle sign on but password is different
  - If you do not know your password contact the Help Desk x2891 or hccit@hagerstowncc.edu.

To access the Student based functions of WebAdvisor, click on Students.

<https://hcc-webadvisor.hagerstowncc.edu/WebAdvisor/WebAdvisor>



## Students Menu

### Student Financial Info

- Bank Information – to sign up for direct deposit or to verify that your bank account information is correct click Bank Information. You must enter your bank account routing and account number here.

### Student Financial Info

[Make a Payment](#)  
[Account Summary](#)  
[Account Summary by Term](#)  
[1098 Electronic Consent](#)  
[View My 1098-T Forms](#)  
[Bank Information \(U.S.\)](#)

**\*\*This information must be entered prior to the disbursement date sent to you by Financial Aid**

- Account Summary by Term – Financial Aid sends emails regarding refunds to all students; receipt of this email does not mean that you should expect a refund. After the disbursement date detailed in the email from Financial Aid, **check here to see if you have a negative balance**, if this amount is not a negative balance, you will not receive a refund.

## Manual Check

If you choose not to sign-up for direct deposit, or miss the deadline, you will be issued a manual check. Please verify your address in WebAdvisor as this is where your check will be mailed.

### Address Verification

### User Account

- Address & Phone Number Change – verify that we have the correct address on file and make any necessary changes.

### User Account

[What's my User ID?](#)  
[Address & Phone Number Change](#)

## Electronic 1098-T Information

HCC students may elect to view and print their 1098T through WebAdvisor rather than wait for it to come by mail.

### Student Financial Info

- 1098 Electronic Consent – By January 1, please go into 1098 Electronic Consent and elect to receive your 1098T electronically.
- Withdrawal of Consent – Once you elect to receive your 1098T electronically this will remain active unless you withdraw consent. Any changes to consent must be completed by January 1, to ensure a paper copy is mailed.
- View My 1098T Forms – Click here to view your 1098T. Forms for the prior calendar year will be available by January 31.

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