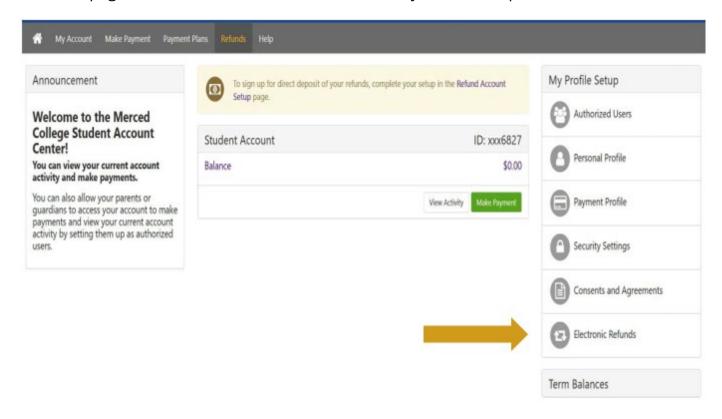# How to Get a Refund on Your Tuition

Our secure payment system will need to be accessed through Google Chrome or Internet Explorer. Please keep in mind that the site is not compatible with Safari web browser that comes on Apple products.

Merced College will be processing student refunds electronically. In order to ensure that your refund is processed, please take the time to submit your refund request form and set up your electronic refund (eRefund) account by following the instructions below.

1. Submit a refund request form. The user name is your full school email. The password is the same as your portal password.
   - If you are having trouble logging into the above form, please email the Student Fees customer service email requesting a refund request form.
2. Login to the MC Portal
3. In WebAdvisor for Students, select "**Financial Information**"
4. Select, "**Pay on My Account**"
5. To connect to the Merced College Student Account Center, select "**Click Here**"
6. You will be connected to the Student Account Center page by TouchNet. On this page, click on "**Electronic Refund**" in the My Profile Setup menu.
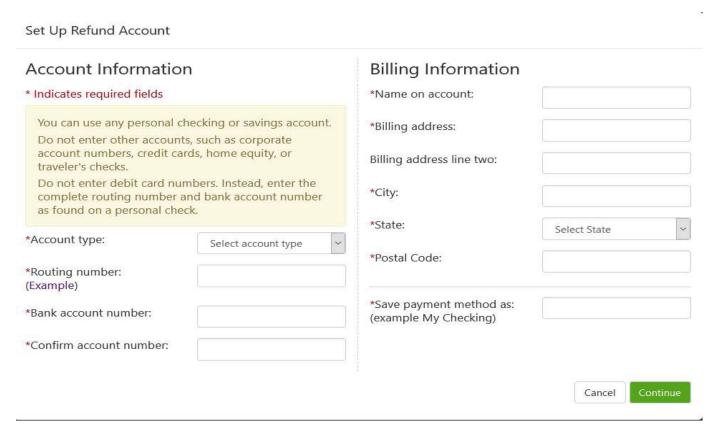

7. Next, click on the "**Complete Two-Step Verification**" button. You will get to determine if you want the verification code to be emailed or text to you. Once the code is received, enter it into the text box and click "**Verify**".

eRefunds

eRefunds puts money in your account... FAST!

No more trips to your financial institution or waiting for a paper check to come in the mail. Direct Deposit is the secure and convenient way to get your refund.

A paper check will be produced unless an ACH eRefund account has been set up with a valid checking or savings account.

Refund Methods

ℹ️ **No Refund Method Selected.** Two-Step Verification required before making a sele...   `Complete Two-Step Verification`

Direct Deposit
Typically received in 1-2 business days
Funds will be transferred to the personal checking or saving account of your choice.

A Direct Deposit account for refunds has not been set up.

`Set up a new account`

8. Click "**Set up a new account**". Then enter your account information in the **Set Up Refund Account** screen, then click "**Continue**":

Set Up Refund Account

Account Information

* Indicates required fields

> You can use any personal checking or savings account.
> Do not enter other accounts, such as corporate account numbers, credit cards, home equity, or traveler's checks.
> Do not enter debit card numbers. Instead, enter the complete routing number and bank account number as found on a personal check.

*Account type: [Select account type ▾]

*Routing number:
(Example)

*Bank account number:

*Confirm account number:

Billing Information

*Name on account:

*Billing address:

Billing address line two:

*City:

*State: [Select State ▾]

*Postal Code:

*Save payment method as:
(example My Checking)

[Cancel] [Continue]

9. Review your account information and click "**I agree**", then "**Continue**".
10. Once your eRefund account has been set up successfully, you will receive a confirmation message.