Colleague Refund Choice Designation
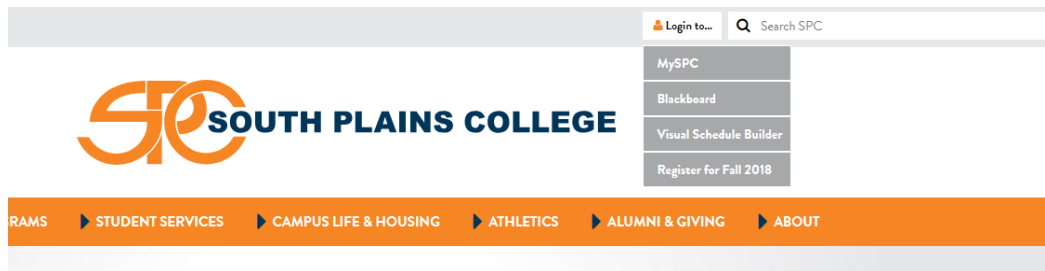
1. Go to www.southplainscollege.edu
2. At the top right corner, click on Login to….and select "MySPC"

3. Enter your user name and password
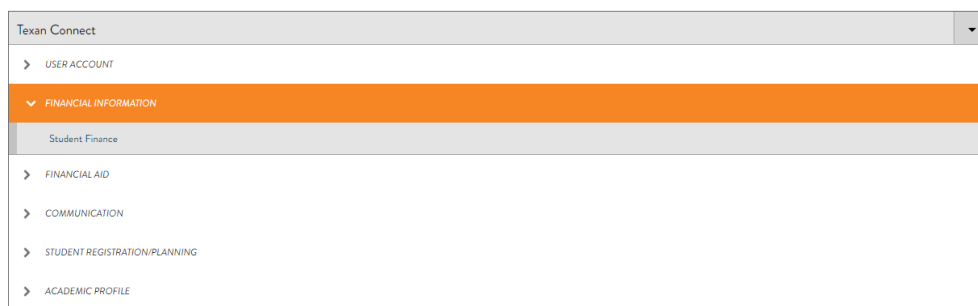
Login with your SPC username

Login Instructions:
1. Be sure to use all lowercase letters for your username
2. Your default password is in this format: Capital first letter of your first name, first four letters of your last name(lowercase), dollar symbol, last four of Social Security Number, exclamation point (!).
example: Jsmit$1234!
Note: If no SSN was submitted, substitute 6 digit birthday (mmddyy) in place of 4 digit SSN.
If you need help please call the Help Desk at 806-716-2600

4. Click on "Financial Information" and then select "Student Finance"

5. Go to the Helpful Links and click on Direct Deposit Refund Account
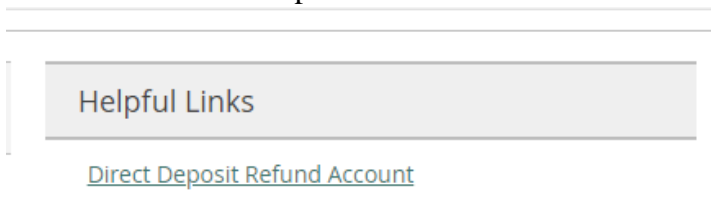
6. This pop-up will appear. Click on Choose Your Refund Delivery Method

eRefunds Method Selection

You haven't yet chosen a preferred refund delivery method.
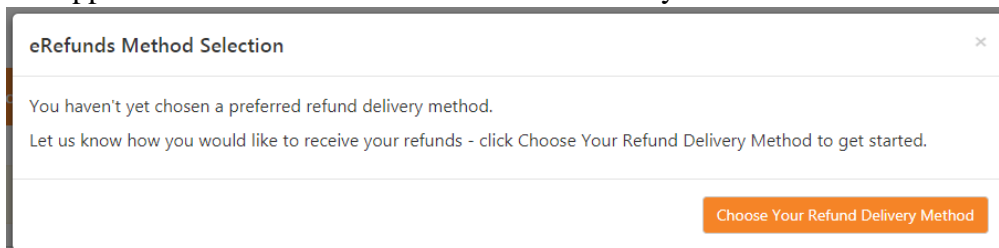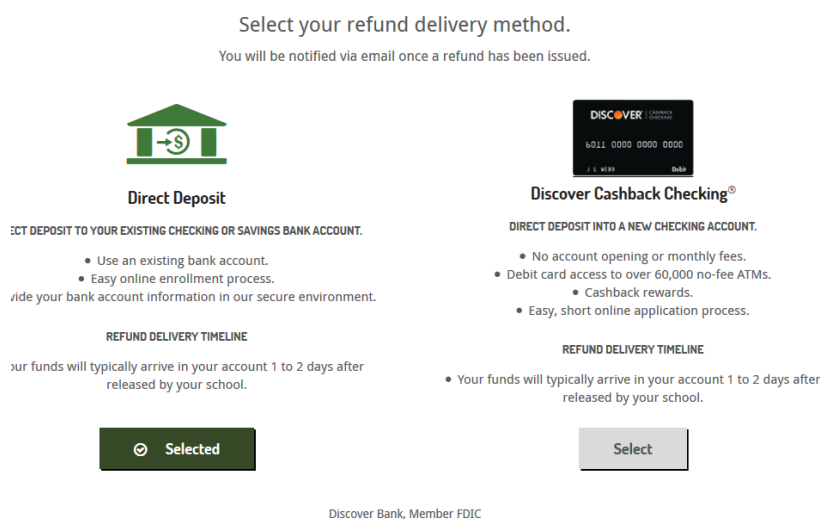Let us know how you would like to receive your refunds - click Choose Your Refund Delivery Method to get started.

Choose Your Refund Delivery Method

7. If all information is correct, you will be directed to the Heartland site to enter your personal baking information.
    a. You will need the following information
        i. Bank Routing Number
        ii. Checking/Saving Account Number

Select your refund delivery method.
You will be notified via email once a refund has been issued.

Direct Deposit
ECT DEPOSIT TO YOUR EXISTING CHECKING OR SAVINGS BANK ACCOUNT.
- Use an existing bank account.
- Easy online enrollment process.
ide your bank account information in our secure environment.

REFUND DELIVERY TIMELINE
ur funds will typically arrive in your account 1 to 2 days after released by your school.

Selected

Discover Cashback Checking®
DIRECT DEPOSIT INTO A NEW CHECKING ACCOUNT.
- No account opening or monthly fees.
- Debit card access to over 60,000 no-fee ATMs.
- Cashback rewards.
- Easy, short online application process.

REFUND DELIVERY TIMELINE
- Your funds will typically arrive in your account 1 to 2 days after released by your school.

Select

Discover Bank, Member FDIC

8. You have the option to enter your personal banking information or apply for the Discover Cashback Checking card.
    a. If approved for the Discover Cashback Checking account, please be aware that the card will be mailed to you within 10-15 business days.

Helpful Hints

*If you are not taken directly to the Heartland site to enter your personal banking information it could be that you are missing information on your student record. You must have a current primary mailing address, date of birth, phone number, and email address on file in order to proceed with the refund choice. Please update this information on your TexanConnect profile or contact the Admissions Office at (806)716-2572 to see what information you are missing. The following message will appear until this information is entered on your student record:

We're sorry, it appears we are missing some information needed to transfer you to the Refund Delivery Method selection screen.

Please make sure your address, date of birth, phone number and email address are up to date in your school records.

**Mozilla Firefox and Internet Explorer browsers work best with this process. If you are having trouble accessing your refund choice, please verify that you are using one of these internet browsers and that you have pop-up blocker turned OFF.

***If you encounter problems logging in to the TouchNet site, please try clearing your browser history and internet cookies and then starting the process from the beginning.