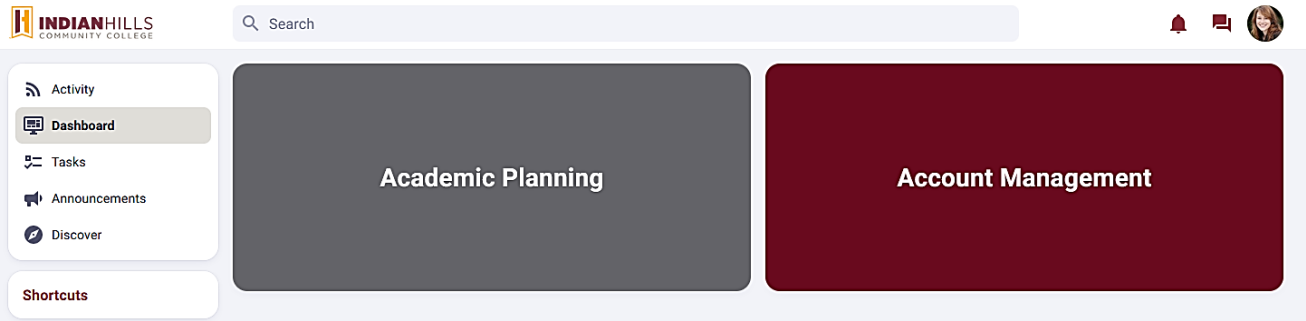
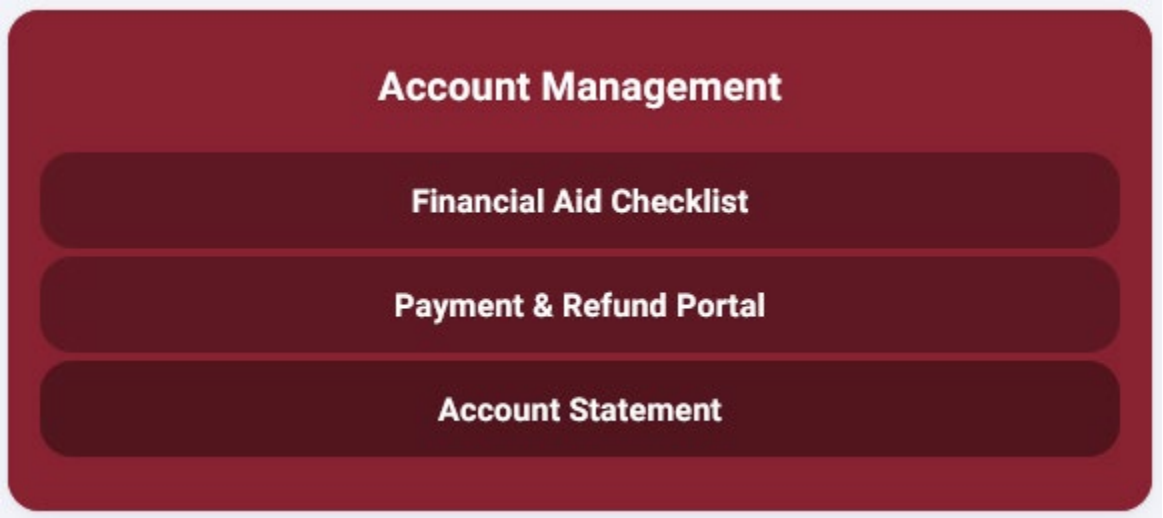
Financial Aid Checklist, Payments & Refunds, and Account Statement Information

Let's say you plan to use financial aid to help pay for school. You've filled out your FASFA and you're wondering what else you need to do in order to receive your award. In this tutorial, we'll take a look at the financial aid checklist and show how to accept your financial aid. We'll also look at other information such as setting up authorized users and payment options.



Once you have successfully logged into WIN (Warrior Information Network), hover over the Account Management Menu.

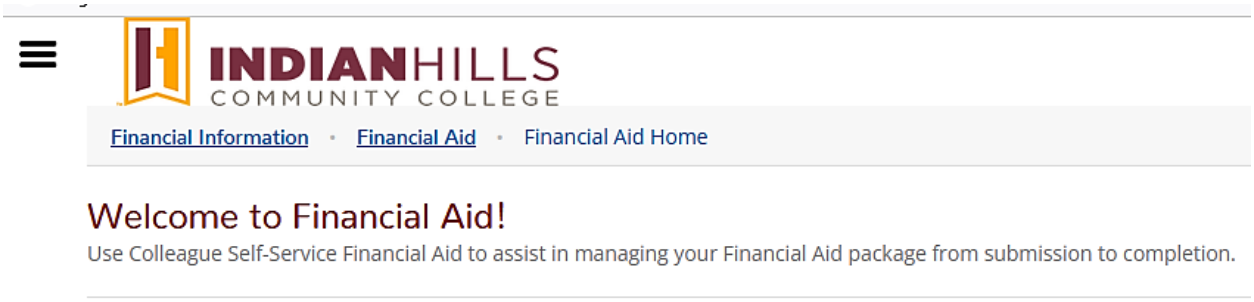


There are several links to choose from, including:

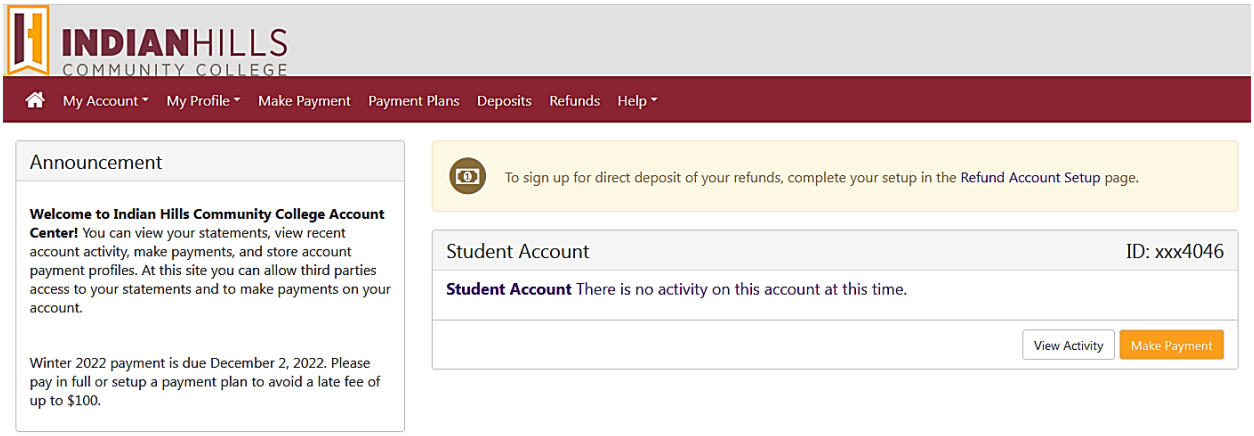
- **Financial Aid Checklist** – Use this link to view your Financial Aid Checklist, Accept Loans and view your current financial aid status.
- **Payment & Refund Portal** – This is where you can view & pay your bill or dorm deposit, set up an E-refund account or create an authorized user.
- **Account Statement** – Choose this link to view a breakdown of your balance, including financial aid, scholarships & payments.

Financial Aid Checklist will take you to the main Financial Aid Home page. For a short video on accepting financial aid, please view the tutorial, Accepting Your Financial Aid.

The financial aid department will provide a letter mailed to your address on file with your initial award. You can also review your award letter as well as accept any anticipated aid in WIN under the Account Management menu on your Dashboard.

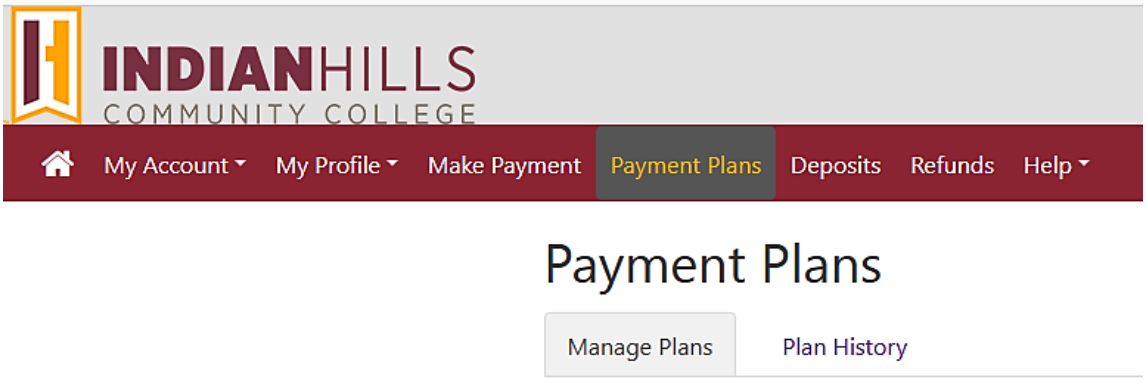


Payment and Refund Portal opens your IHCC payment portal. Using the links on this page, you can Make a Payment, set up a Payment Plan, make a Deposit, and apply for Refunds, along with setting up an authorized user on your account.

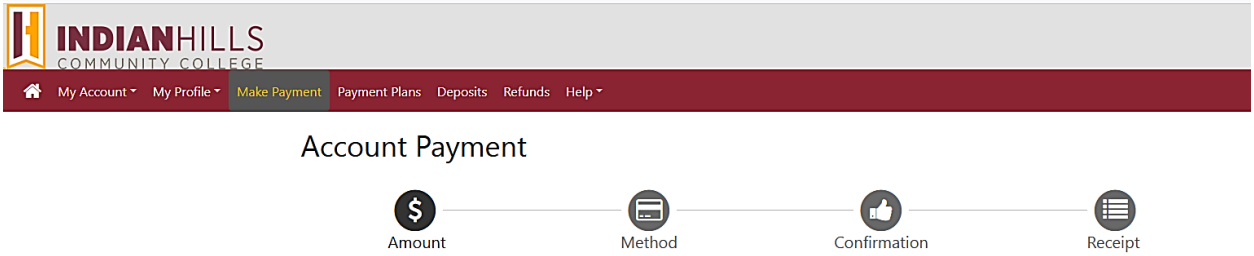


For a short video on payment and refund options, please view the tutorial, Payment & Refund Portal.

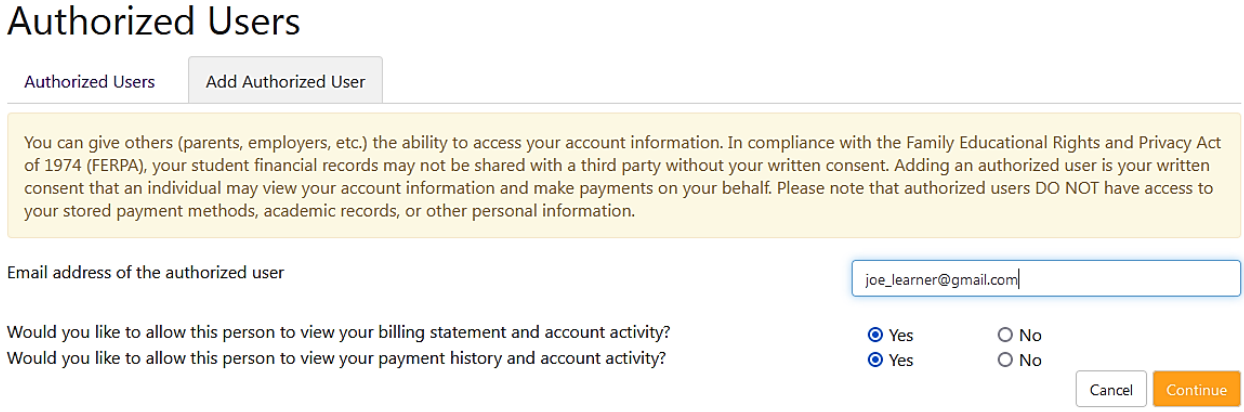
Students can set up payment plans for an active term through WIN by going to the Payment & Refund Portal under the Account Management menu on their Dashboard.



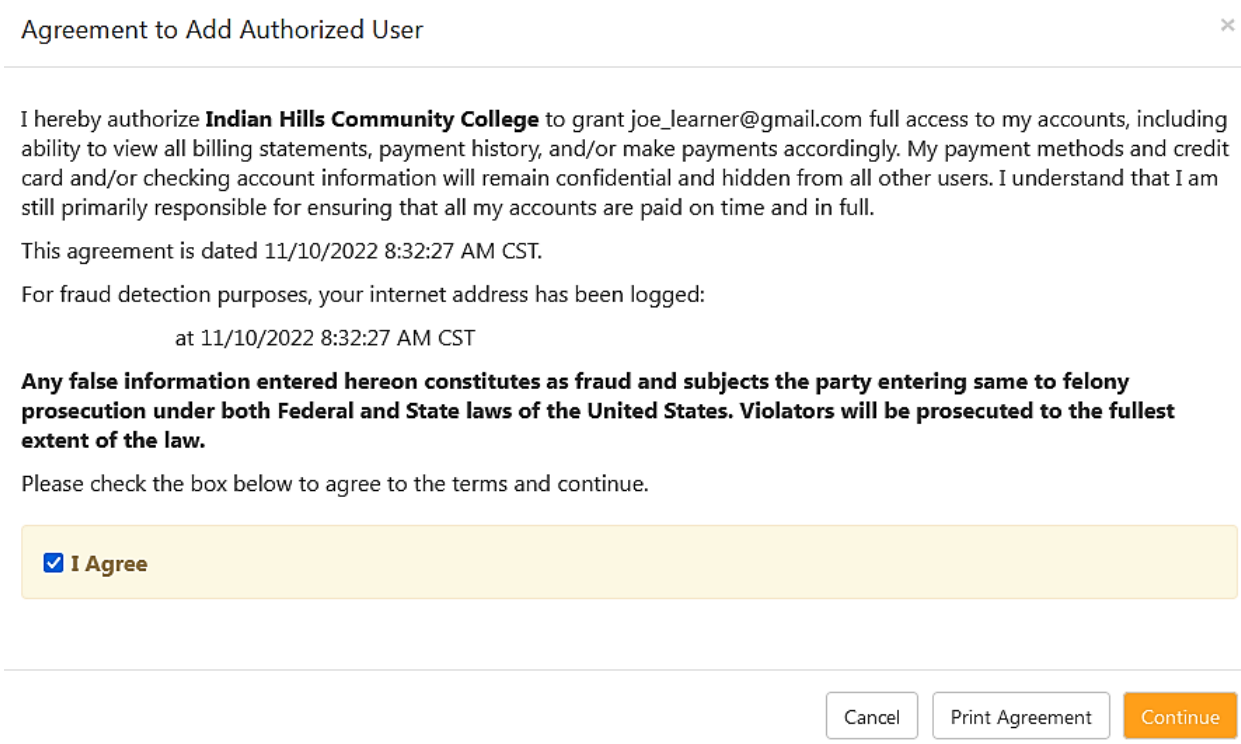
Payments can be made in person at the OneStop in the Bennet Student Services Center on the Ottumwa campus. Students can also make online payments with a credit card debit card or a checking/savings account through WIN by going to the Payment & Refund Portal under the Account Management menu on their Dashboard.

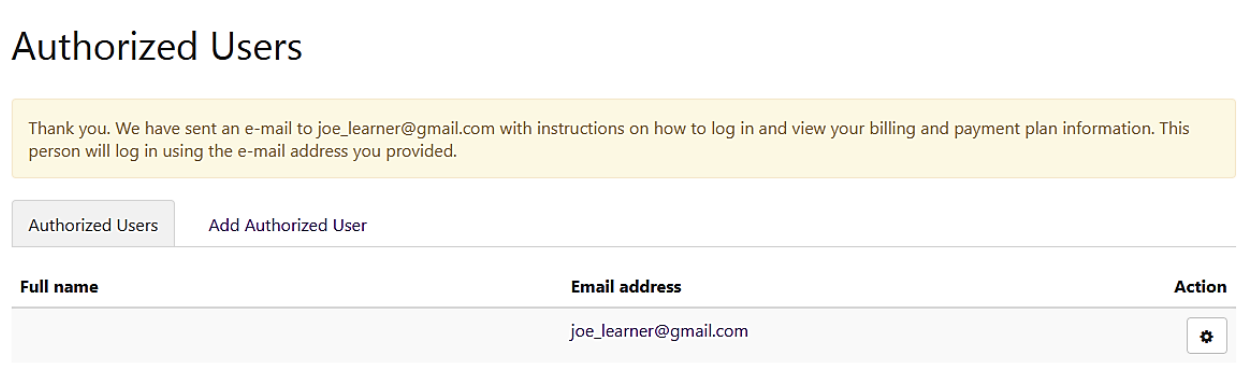


Students can set up an authorized user through the Payment & Refund portal in WIN. This allows a person outside of the student to view the student bill and make payments on the account.
Note: "In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), your student financial records may not be shared with a third party without your written consent. Adding an authorized user is your written consent that an individual may view your account information and make payments on your behalf. Please note that authorized users DO NOT have access to your stored payment methods, academic records, or other personal information."

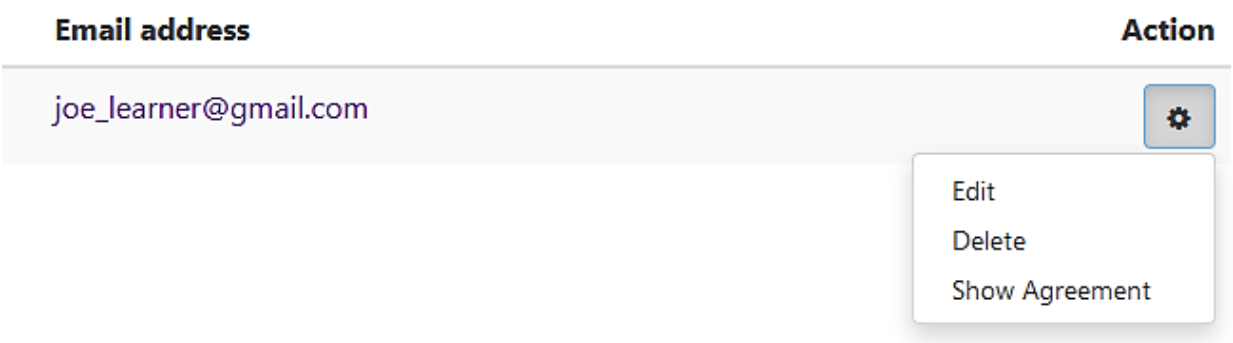


Note: When adding an authorized user, you must check the I Agree box, then click Continue to complete the setup process.

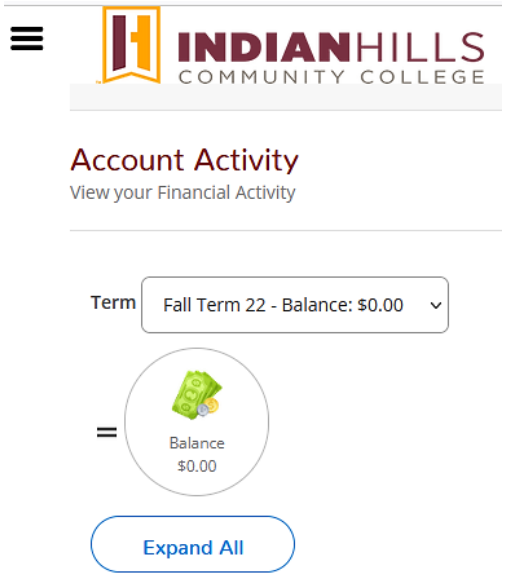




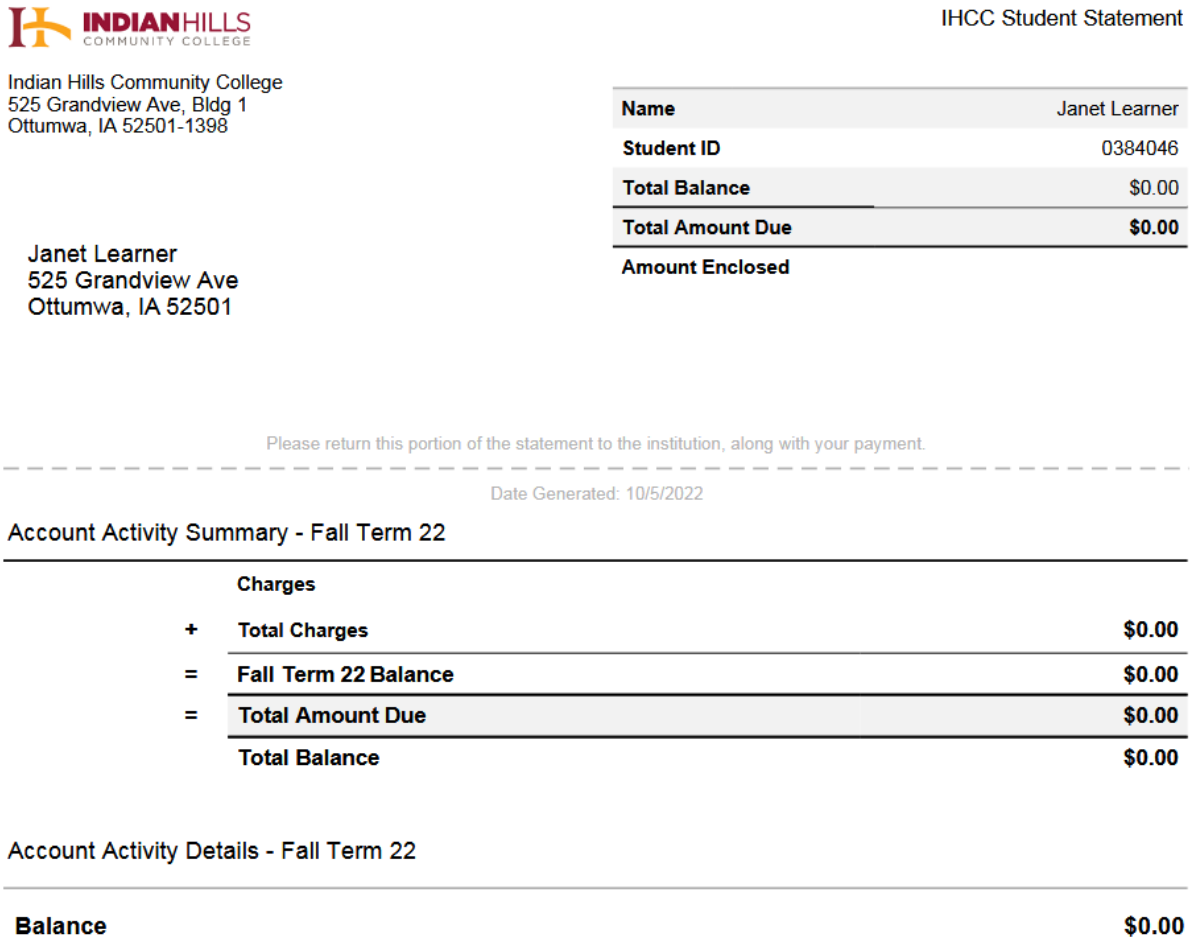
You may add as many authorized users as you wish and can change user settings at any time.



Account Statement will show you your Financial Account Activity.



You can also View your Statement for more details.



INDIANHILLS COMMUNITY COLLEGE

Indian Hills Community College
525 Grandview Ave, Bldg 1
Ottumwa, IA 52501-1398

IHCC Student Statement

Name	Janet Learner
Student ID	0384046
Total Balance	$0.00
Total Amount Due	**$0.00**
Amount Enclosed	

Janet Learner
525 Grandview Ave
Ottumwa, IA 52501

Please return this portion of the statement to the institution, along with your payment.

Date Generated: 10/5/2022

Account Activity Summary - Fall Term 22

	Charges	
+	**Total Charges**	**$0.00**
=	**Fall Term 22 Balance**	**$0.00**
=	**Total Amount Due**	**$0.00**
	Total Balance	**$0.00**

Account Activity Details - Fall Term 22

Balance	**$0.00**

Once you are ready to log out, click “Sign Out” at the top of the page. To ensure you exit completely, please log out and close your browser.

For technical help with WIN (Warrior Information Network), contact the IT Help Desk.

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