



## THE OHIO STATE UNIVERSITY

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OSU departments that would like to accept credit and debit card payments online will need to select an approved service provider to forward the payment information to OSU's credit card processor. The service provider and the product selected must meet the following requirements:

- **Service Provider is PCI, Payment Card Industry, compliant.** - See link to list of compliant service providers.  
<http://usa.visa.com/download/merchants/cisp-list-of-pcidss-compliant-service-providers.pdf>
- **Contract** – service provider must sign a contract accepting responsibility for our customers' credit card data per PCI regulation 12.8.2. For a copy of the contract, contact the Office of Financial Services at 292-7792 or e-mail [fallon.82@osu.edu](mailto:fallon.82@osu.edu).
- **Use Secure Acceptance Web Mobile Pay configured for an I Frame implementation** – this product redirects our customers from OSU's web page to the service provider's site. OSU's customers "transmit, process and store" all cardholder data on the service provider's site. This limits the PCI data security requirements that must be met by OSU merchants as no cardholder data is handled by OSU personnel and no cardholder data is on the OSU network.
- **Customers only are permitted to enter the cardholder data** – OSU personnel are not permitted to enter a customer's cardholder data online. The cardholder data must be entered online by customers on their computer. OSU personnel should not have access to the cardholder data and not enter it on an OSU network or device on behalf of the customer.

### **Cybersource Information**

Cybersource is a service provider that meets requirements listed above. Cybersource provides a Web Mobile Pay product and has signed the third party agreement. If you would like more information about their pricing, please call 800-530-9095.

### **Policy**

Refer to Credit Card Policy Number 5.15 for complete details.

### **Contact Information**

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