



PROCEDURE

Payment Card Industry Data Security Standard (PCI-DSS) Compliance

Procedure Administrator: Controller
Authority: N.J.S.A. 18A:64-8
Effective Date: December 19, 2024
Index Cross-References:
Procedure File Number: 6710
Approved By: Dr. Joe Bertolino, President

This procedure sets forth Stockton University's Compliance Program for the Payment Card Industry Data Security Standard (PCI-DSS). The Payment Card Industry Security Standards Council, formed by the major credit card companies, established the PCI-DSS, a set of operating and technical compliance requirements, to address the security concerns resulting from the widespread use of credit and debit cards (payment cards). Merchants, such as Stockton University and its auxiliary organizations organized and existing pursuant to N.J.S.A. 18A:64-26 *et seq*, including but not limited to the Stockton University Foundation ("Related Entities"), must comply with these standards to help protect cardholder data. The University has adopted a PCI-DSS Compliance Program which is available on the Fiscal Affairs website, to comply with the PCI-DSS.

I. DESIGNATION OF REPRESENTATIVES

The University's Controller is responsible for implementing the PCI-DSS Compliance Program. The Controller may designate other University representatives to oversee and coordinate elements of the PCI-DSS Compliance Program.

II. SCOPE OF THE PAYMENT CARD INDUSTRY – DATA SECURITY STANDARD PROGRAM

This University's PCI-DSS Compliance Program applies to the University and Related Entities that have access to cardholder data and to the people, processes and technology that handle cardholder data on behalf of the University or the Related Entities. This includes, but is not limited to, any of the University or Related Entity departments, offices, employees (full-time, part-time, and temporary), students, vendors, software, computers, and/or electronic devices, involved in processing cardholder data on behalf of the University. The Controller, in consultation with the Information Security Officer, is responsible for reviewing and revising the PCI-DSS Compliance Program.

Review History:

	Date
Procedure Administrator	12/06/2024
Divisional Executive	12/11/2024
General Counsel	12/11/2024
Senior Leadership Team	12/19/2024
President	12/19/2024