IES began the journey to find a PCI compliant solution for accepting online credit card payments in the fall of 2014. With a collaborative team including Merchant Services, ITECS, EAS, and Security and Compliance, IES identified two cost effective and efficient strategies. The first strategy of launching an eStore for OSHA products and certificates was completed in January 2015. The second strategy of routing online credit card payments for purchases of classroom and online courses through the Controller's Nelnet Commerce Manager was launched March 16, 2015.

While both of these strategies generated new internal processes and required frequent communication, the transition was fairly seamless to IES customers. Thanks to all of the team members involved and the collective creative thinking, IES is pleased to be PCI compliant.

Thanks to Wendy Laing, Heather Mitchell and many other IES staff for sharing their journey to PCI Compliance.

Card Brands Fee Increase

The Spring 2015 rate increases have been released by MasterCard, Visa, and Discover. Below is a summary of changes effective on your April 2015 statement:

**Discover:**
The Acquirer Assessment Fee will be increased 0.005% (from .105% to .110%).

**MasterCard**
The Cross Border Assessment fee will be increased 0.20% (from 0.40% to 0.60%). This fee is assessed on international cards that settle in US currency.

**Visa**
The International Service fee will be increased 0.40% (from 0.40% to 0.80%). This fee is assessed on international cards that settle in US currency.
Annual Attestation is Underway

We are underway with our assessment phase of annual compliance. Questionnaires were due March 27, 2015. Merchant Services is reviewing the data and may be contacting you for further information. Reminder that your business procedures and data flow diagrams must be reviewed and updated for any changes that may have occurred since last year. If you use a third party service provider, their PCI certificate must be acquired for annual attestation. You will have access to CampusGuard portal to complete your Self Assessment Questionnaire by the end of April. Merchants completing SAQ A or B should be able to complete with minimal difficulty. Merchants completing SAQ AEP or D will need to attempt completing the SAQ’s but will have an opportunity to discuss with our ISA to finalize their answers.

Security Awareness Training

As part of the PCI compliance process, every person in your office who handles credit cards in any way is required to take annual Security Awareness Training. Even if you took security training last year, you are required to complete the 2015 security training. It is an annual requirement.

Online training is now available on the Controller’s website.

Contact Information

For the most accurate and up-to-date PCI–DSS and merchant information, contact Merchant Services.

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