What eCommerce systems exist, and how do I request access to them?

Tell Me

Access to eCommerce systems is necessary for specific job duties/functions associated with the acceptance of payment (credit/debit) cards.

Please note that before any access will be granted the person obtaining the access(es) must complete the requirements for card processing, which include:

1. PCI-DSS Training
2. University Security Awareness Training
3. Data Security Standards Acknowledgment Form

1. Use eCommerce Access Request eForm, to submit a request to add or terminate access to merchant staff for these systems.
2. All access requests must be approved by the eCommerce Office and the merchant account contact before they are processed.

For additional information on eCommerce procedures, please see the Payment (Credit/Debit) Card Processing Standard and the Payment (Credit/Debit) Card Processing Procedures.

If you have questions, please email the eCommerce Office at ecommerce@uncc.edu.

Related FAQs

- How do I know which eCommerce access to request for a new user?
- May I still submit the scanned or hard copy of the "EC-AR - Access Request to Reporting Systems?"
- How long does it take for the access request to be granted?
- What reports should be submitted with the Payment Book Receipt ("PBR") for the daily deposit?
- When should an eCommerce Access Request eForm be submitted?