

Policy III.3001.K, Payment Card Industry Data Security Standard (PCI DSS)

Purpose

This policy ensures that San Jacinto College is in compliance with the Texas Education Code (Sections 32, 32.102, and 32.151), requiring measures to protect student data privacy, cybersecurity, and responsible use of technology related to College business. These requirements align with and support adherence to the Payment Card Industry Data Security Standard (PCI DSS).

Policy

San Jacinto College will maintain an institution-wide approach to safeguarding payment card data and ensuring compliance with PCI DSS requirements across all departments, systems, and third-party service providers involved in payment card processing.

The College will implement appropriate safeguards to prevent unauthorized storage, processing, or transmission of cardholder data and will take reasonable steps to reduce the scope of PCI DSS compliance wherever feasible.

Authority

San Jacinto College's PCI DSS compliance program is part of its responsibility to protect sensitive information and maintain secure financial operations in accordance with applicable state and industry requirements.

PCI DSS is a global security standard established by payment card brands and is required for any entity that processes, stores, or transmits payment card data. Compliance with PCI DSS is a condition of the College's ability to accept payment card transactions and maintain relationships with payment processors and financial institutions.

This policy supports the College's obligations under Texas Education Code Sections 32, 32.102, and 32.151 related to cybersecurity, data protection, and responsible use of technology related to College business. It also aligns with institutional risk management practices and information security requirements.

The PCI DSS compliance program extends the College's data protection and cybersecurity efforts by establishing standards for the secure handling of payment card information and reducing the risk of data breaches, financial loss, and reputational harm.

Associated Procedures

Procedure III.3001.K.a, Payment Card Industry Data Security Standard (PCI DSS)

Date of Board Approval	August 10, 2026
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Effective Date	August 11, 2026
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Primary Owner	Vice Chancellor, Fiscal Affairs
Secondary Owner	Associate Vice Chancellor, Finance