ACCOUNTING SERVICES

PCI Online Training

**Purpose:** The University’s credit card policies as well as Payment Card Industry Data Security Standards stipulate that everyone involved in the credit card environment is required to complete PCI training on an annual basis. The PCI online training courses are designed to provide education and training about protecting payment card data with the PCI Data Security Standards.

**Security Access Requirement:** All individuals in the credit card environment should register through [http://pci.vigitrust.com/unc](http://pci.vigitrust.com/unc) using their University email address.

**Prerequisites:** None.

**Find Help:** For training contact pci_training@unc.edu.
On your first visit to the Home page of PCI training, please select one of the two available courses. If you need to take the course of “PCI Basic”, click on the name of “PCI Basic”.

Home page of PCI Online Training is located at http://pci.vigitrust.com/unc/.
Next, you will be asked to create a new account by pressing the button here.
From: Site Administrator [mailto:noreply@vigitrust.com]
Sent: Monday, March 07, 2011 12:06 PM
To: UNC User
Subject: UNC Learning Portal: account confirmation

Hi UNC User,

A new account has been requested at 'UNC Learning Portal' using your email address.

To confirm your new account, please go to this web address:

http://pci.vigitrust.com/unc/login/confirm.php?data=kgu5eOfdJ7r6TYl/yiwenvigitrust

In most mail programs, this should appear as a blue link which you can just click on. If that doesn't work, then cut and paste the address into the address line at the top of your web browser window.

If you need help, please contact the site administrator at pci_training@unc.edu
You are required to read and accept the Credit Card Security Attestation by clicking the button of “Yes” before taking any training courses.
Click yes to enroll in the course.

Click here to start the lesson.
This concludes the manual. Please see the first page of this document for contact information.