



UNIVERSITEIT  
STELLENBOSCH  
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## Finance Policy: Payments to Stellenbosch University (SU)

<b>Type of Document:</b>	Policy
<b>Purpose:</b>	The policy contains the information on how to make payments to SU.
<b>Approved by:</b>	Audit and Risk Committee
<b>Date of Approval:</b>	08/10/2018
<b>Date of Implementation:</b>	08.10.2018
<b>Date of Next Revision:</b>	As needed
<b>Date of Previous Revision(s):</b>	Non
<b>Policy Owner<sup>1</sup>:</b>	Chief Operating Officer
<b>Policy Curator<sup>2</sup>:</b>	Chief Director: Finance
<b>Keywords:</b>	Payment platforms. Payments, Beneficiaries
<b>Validity:</b>	In case of differences in interpretation the English version of this policy will be regarded as the valid version.

SU Policies are available at [www.sun.ac.za/policies](http://www.sun.ac.za/policies)

<sup>1</sup> Policy Owner: Head(s) of Responsibility Centre(s) in which the policy functions.

<sup>2</sup> Policy Curator: Administrative head of the division responsible for the implementation and maintenance of the policy

## **2.16 PAYMENTS TO STELLENBOSCH UNIVERSITY (SU)**

Policy Number: 018A/06/04

Audit & Risk Committee: 8 October 2018

Scope: The policy contains the information on how to make payments to SU.

Policy:

SU has made various payment platforms available for receiving funds, including public beneficiary lists with respective SA banks for electronic fund transfers (EFT), mobile point-of-sale devices, online and in-app payment links, quick response codes (QR-code) and a worldwide online payment system for foreign online fund transfers.

Credit cards are only accepted for a transaction where it is presented (tapped, inserted or swiped) by the cardholder. Third party capturing on behalf of the cardholder are no longer allowed on the point-of-sale devices (credit card machines).

The cost of the respective payment platforms and transaction fees (commission) linked to receipts will be for the account of the department/institute/division/environment concerned.

Further details can be obtained from the Finance Division: Funds and Asset Management at [sunbank@sun.ac.za](mailto:sunbank@sun.ac.za).

### **Contact Division:**

Finance Division: Funds and Asset Management