Deposits

Departmental deposits (RRVs) are brought to Treasury Operations for processing. The various options are outlined below, including the hours for our 'front counter' service desk.

Front Counter Service

- Money and Cash Handling [1]
- Control of Revenue by University Departments [2]

Cash and Cheques

- Revenue Remittance Voucher (RRV) and Revenue Remittance Details Template [3]
- Completed RRV Sample- Cash and Cheques [4]

Credit and Debit Card Payments

OVERVIEW:

The University of Guelph requires all units that accept credit cards to comply with current credit card industry standards **(PCI Compliance)** and in accordance with the procedures outlined in the documents below.

- Overview: Credit and Debit Card Payments processing [5]
- Teledeposit Manual Credit/Debit Card Payments [6]
- Completed RRV Sample – Credit Card [7]
- Merchant # Request Form [8]

POINT OF SALE TERMINAL (POS)

- Implementing a Point of Sale Terminal [9]
- End of Day POS Register [10]

WEB BASED AND E-COMMERCE

- Web Based Order & E-commerce Payments Process [11]
- End of Day Web Payment & RRV [12]

Students: Students should go to the Student Financial Services [13] website for support.

Source URL:https://www.uoguelph.ca/finance/departments-services/treasury-operations/deposits

Links
[1] https://www.uoguelph.ca/finance/departments-services/treasury-operations/deposits-cash-credit-cards-other/money-and-cash-handling [2] https://www.uoguelph.ca/finance/control-revenue-university-departments-0 [3]

https://www.uoguelph.ca/finance/system/files/HST%20RRV%20FORM_0.xls [4] http://uoguelph.ca/finance/sites/uoguelph.ca.finance/files/RRVSample-CashCheques_1.xls [5] https://www.uoguelph.ca/finance/departments-services/treasury-operations/deposits-cash-credit-cards-other/overview-credit-and-debit [6] https://www.uoguelph.ca/finance/departments-services/treasury-operations/deposits-cash-credit-cards-other/implementing-teledeposit [7] http://uoguelph.ca/finance/sites/uoguelph.ca.finance/files/RRVSample-ElectronicCreditCard_0.xls [8] https://www.uoguelph.ca/finance/system/files/Merchant%20Number%20Request%20Form.xls [9] https://www.uoguelph.ca/finance/departments-services/treasury-operations/deposits-cash-credit-cards-other/implementing-point-sale [10] https://www.uoguelph.ca/finance/sites/uoguelph.ca.finance/files/End%20of%20Day%20POS%20Register_1.jpg [11] https://www.uoguelph.ca/finance/departments-services/treasury-operations/deposits-cash-credit-cards-other/web-based-order-e-commerce [12] https://www.uoguelph.ca/finance/sites/uoguelph.ca.finance/files/End%20of%20Day%20Web%20Payment%20%26%20RRV_0.pdf [13] http://www.uoguelph.ca/registrar/studentfinance/