

UMB PURCHASING CARD PROGRAM

2026 NEWSLETTER

Upcoming Learning Opportunities

Join us this summer for sessions that will include program highlights, tips and tricks, and solutions to FAQs. Exact dates will be shared soon.

Refresh your Knowledge

- [Percipio training](#)
- [PCard Refresher Training Archives](#)



E- Statements

US Bank statements are available via Access Online. Contact us if you need assistance setting up your account.

PCard User Guide Updates

Every April, the PCard User's Guide is updated to reflect best practices and changes to the program. Check the [resources page](#) to review the most current User's Guide.

Can I Sign a Contract?

No matter what, terms and conditions must be reviewed and signed by a member of the SSAS team. Email all invoices with contract language to the following email address for review:

ssas-contract-review@umaryland.edu

Card Security



Card security is crucial. No one other than the designated cardholder is authorized to use the PCard for any purpose.

If you suspect fraudulent activity contact:

1. US Bank (800) 344-5696 immediately
2. PCard Admin pcard-admin@umaryland.edu

Our team is always available at
pcard-admin@umaryland.edu