

# Microsoft Campus Agreement **Student Users Acceptance Form**

September 2009

**Agreement Provisions:** This acceptance form is valid for the Microsoft products listed below, which shall be referred to as the "Software". Software is made available to you because The University of Findlay has purchased license coverage for the Software through Microsoft Campus Agreement Subscription Student Option effective September 1, 2009 through August 31, 2010. The University of Findlay is extending to you the right to use the Software on a personally-owned computer or an institution-owned computer designated for your exclusive use. You do not own the license or the DVD/CDs, rather you are authorized to use the Software and associated media pursuant to the terms and conditions of the license(s) granted to The University of Findlay for the term of The University of Findlay's Campus Agreement Subscription.

**Software Covered:** The MCA covers ALL versions of the following products:

- Microsoft Windows (upgrades require previously licensed copy of any version of Windows)
- Microsoft Office
- Microsoft Office Macintosh Edition (includes Word, Excel, PowerPoint, Outlook, Entourage)

**Student Departures:** If you graduate during the Campus Agreement Subscription term, the Software license will convert to a perpetual license (meaning you own the Software) as verified in your Student License Confirmation. This License Confirmation form may be obtained from The University of Findlay's ITS Department at that time. The Student License Confirmation is proof of Software ownership.

**Termination:** You will be required to remove the Software from your personal machine immediately upon the earlier of (a) any event, with the exception of graduation\*, which causes you no longer to be a student of the institution or (b) expiration of the Campus Agreement Subscription term.

\*Graduating students will need to obtain a Student License Confirmation in order to own the Software after graduation.

**Technical Support:** **No technical support is provided by The University of Findlay.** Microsoft offers no free telephone support for any software licensed under the MCA. Any user may use Microsoft's free on-line support system for researching topics and common troubleshooting tips:

<http://microsoft.com/support>

Any user may also call Microsoft at 800-936-5700 for paid support. Current rates begin at \$35 per incident (questions about certain products or features may be more) billed to MC/Visa/AE. Other options are presented on their Web site.

The University of Findlay provides technical support for university-owned and university-leased equipment only and will NOT be able to provide assistance with installation, usage or troubleshooting for any non-university computers.

**Purchasing Software DVD/CDs:** Some software products are available with either the "Office Registration Wizard" or the new "Microsoft Activation Technology". Authentic Microsoft DVD/CDs for these products are available for purchase to eligible students. Some students may request Software through the mail (see order form). All users purchasing Software must fill out the order form and acknowledge their understanding and willingness to abide by the agreement as summarized here.

### **Microsoft Campus Agreement Software Return Policy:**

This return policy applies to Microsoft media (DVD/CD-ROMs) distributed for students, faculty, or staff work-at-home use under The University of Findlay Microsoft Campus Agreement.

Media (DVD/CD-ROMs) purchased from The University of Findlay under the Microsoft Campus Agreement may be REPLACED ONLY IF:

- In the unlikely event of defective software media, the customer must return the defective media to the place of purchase and indicate the reason of the return. The University of Findlay will contact the original distributor directly for replacement of the defective media. This process may take several weeks.

\*If the media is not defective, the original media will be returned to the student without a replacement or refund.

All sales of Microsoft media are final and this returns policy does NOT ALLOW RETURNS of media (DVD/CD-ROMs), except for cases that meet the requirements described above.

**Microsoft Campus Agreement Student Users Order Form**

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Fill out and return this form to the University Bookstore during regular business hours. Please bring your OilerOne card when purchasing Software. Make checks payable to "The University of Findlay."

**Mail Order: If you live out of town and attend night/weekend or off-site classes only, you may purchase software through the mail:**

1. Enter your U.S. mailing address here:

- 2. Write a check payable to "The University of Findlay"
- 3. Photocopy a current picture identification card (OilerOne card, driver's license, etc.)
- 4. Send order form, ID copy and check to:

**University Bookstore  
The University of Findlay  
1330 North Main St.  
Findlay, OH 45840**

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_ MIDDLE INITIAL: \_\_\_\_\_

UF ID #: \_\_\_\_\_ Phone #: \_\_\_\_\_

Please initial each statement:

- I will read and abide by the license(s) associated with this Software.
- I understand that no technical support is provided by The University of Findlay.
- I understand the minimum specification to run the Software.
- I understand that I will be required to remove the Software from my personal machine immediately upon the earlier of (a) any event, with the exception of graduation, which causes me to no longer to be a student of the institution or (b) expiration of the Campus Agreement Subscription term.
- I understand that if The University of Findlay does not renew the Student Option under the Campus Agreement Subscription, then I must delete or remove the software licensed to The University of Findlay under the Campus Agreement from my computer at the time the Campus Agreement Subscription expires or is terminated.
- I understand that if I graduate from The University of Findlay during the Campus Agreement Subscription term, the Software license will convert to a perpetual license (meaning I have full ownership of the Software).
- I understand that it is my responsibility to contact the institution to obtain the Student License Confirmation, which is proof of Software ownership, prior to graduation from the institution.
- I understand that I may purchase only one copy of each program available through the Campus Agreement.

Check Software you wish to **PURCHASE** \*All prices include sales tax (6.5%)

Mac		Windows	
Office 2008	\$10	Windows 7 Ultimate Upgrade* (32-bit) (DVD)	\$15
		Windows 7 Ultimate Upgrade* (64-bit) (DVD)	\$15
		Office 2007 Enterprise (DVD)	\$10

**\* Please be certain which version of Windows 7 you are ordering as you are only allowed either the 32-bit or 64-bit version.**

**\*There is a \$6 shipping charge on all mail orders. Be sure to add the shipping charge to the product price before submitting payment\***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_