

Microsoft Home Use Program Now Available

Per a Software Assurance licensing agreement between Westonka Public School District and Microsoft, Westonka employees are now eligible to participate in Microsoft's Home Use Program (HUP). **This program enables you to get a licensed copy of most recent Microsoft® Office desktop PC/MAC applications for only \$9.95 to install and use on your home computer.** You will have an option to purchase a Backup USB Flash Drive for \$19.95 or a DVD back-up media for \$15.95, please select this option at your discretion.

The license terms for this software permit the primary user of the home computer to install and use another copy on a portable device. Please note, this agreement is for one license per employee per selected product version, Windows Office or MAC Office, but not both.

Note: This program is assigned to Westonka Public Schools for our sole use in accessing this site and includes current district full-time and part-time employees. It does not include substitute positions, casual employees or volunteers. You may not share this information or access code number with anyone outside our organization. No refunds can be made once a purchase is made.

To access the Microsoft Home Use Program site, follow these simple steps:

Step 1. Open this link: <http://hup.microsoft.com>

Step 2. Enter your '@westonka.k12.mn.us' work email address (ex: *smithz@westonka.k12.mn.us*).

Step 3. Enter the program code: **8114E93D2A**

Step 4. Verify *United States* is entered for the Country for delivery

Step 5. Verify your information and click the "*Submit >*" button

Step 6. An email will be sent to your '@westonka.k12.mn.us' stating you are qualified for the Home Use Program

Step 7. Click the "*Buy Now*" button or the appropriate Office product for PC or Mac > Add to Cart > review and complete the Shopping Cart process, you are done!

Please note that some product and language versions may not be available at the time you place an order. For up-to-date information on the availability of HUP software, please visit <http://microsoft.com/licensing>.

This program and software are not supported by the Westonka School District or Westonka Technology Team. Please reference the following links for additional Home Use Program information:

- FAQ: <https://www.microsoft.com/hupus/faq.aspx?culture=en-US>
- Customer Service: <https://www.microsoft.com/hupus/contactus.aspx?culture=en-US>
- About HUP: <https://www.microsoft.com/hupus/hup.aspx?culture=en-US>