

Microsoft Campus Agreement Staff & Faculty Home Use Acceptance Form (UI Bookstore)

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- I have read and will abide by the license agreement associated with this Software.
- I understand employees can use this software at home if they are using the product at work. Affiliated, Adjunct, Emeritus and Retired Faculty and Staff are not eligible to obtain this software for home use.
- I understand that this Software is for University of Iowa related work, not for personal use.
- I understand that this Software and Special Product Key are for my use only and I may not loan or duplicate it for anyone else.
- I understand that the Microsoft Windows product licenses are for upgrades only. I am licensed for a Microsoft Windows version prior to this install if applicable. (Windows only available to Faculty and Staff at home for UI owned equipment.)
- I understand that to install the Windows product on this computer that this computer is being used exclusively for University of Iowa related activities by a University of Iowa faculty or staff.
- I understand that if I am using Outlook at home for my UI email account, I may also set up a personal mailbox feeding through the Outlook client if my primary usage is my UI email account.
- I will remove the software from my home computer if I or the computer leaves my possession or the University of Iowa.
- I understand that if the University of Iowa does not renew this agreement or otherwise purchase perpetual licenses for the Software, then I must delete or remove this Software from my computer.
- I understand that I am installing the Software at my own risk. I will review the known issues and minimum requirements on the ITS Help Desk web site, the Microsoft web site or with my college support staff (departmental installs).
- I understand that support for my home install will be provided by Microsoft web self support or the ITS Help Desk. Support is not provided by the check out or purchase site.
- I understand that I am only eligible to purchase one copy of each software title included in this licensing, this means you can only buy one copy of the OS (32 or 64 bit, not both). Exceptions will need to go through the ITS Campus Software Program Office and at times Microsoft.
- I understand that this information is being recorded and maintained by ITS for accounting purposes. The information will not be shared outside of the university.
- I understand when purchasing from the University of Iowa Bookstore, there are no returns. This is vendor policy, it is not the UI Bookstore policy.

Personal Purchase

Departmental Purchase for UI Owned Computer at Home

Staff/Faculty signature: _____
(Affiliated, Adjunct, Emeritus and Retired Faculty and Staff are not eligible.)

Staff ID #: _____

Department: _____

Printed name: _____

Date: _____

Win Office 2007

Mac Office 2008

Win XP (Departmental purchase for UI owned computer at home only.)

Win Vista Ultimate (Departmental purchase for UI owned computer at home only.)

Win 7 Ultimate (Departmental purchase for UI owned computer at home only.)