

Work at Home Acceptance Form
Keene State College Microsoft Campus Agreement (MCA)
Effective July 1, 2010-June 30, 2010

Keene State College extends work-at-home rights to faculty and staff under terms of the current Microsoft Campus Agreement. The entire suite of products available under the current MCA may be installed and used on your personally-owned computer for work-related use. You do not own the license or the CDs, rather you are leasing the license and CDs from Keene State College for the term of the agreement which is July 1, 2010-June 30, 2011.

You will be required to remove the software from your personally-owned computer:

- if the Campus Agreement is not renewed by KSC on or before 7/01/08, or
- if you terminate employment with KSC.

This software is licensed for work-related use only. **You are not licensed to use the software for personal purposes.**

For personal use, faculty, staff, and students may purchase Academic Edition full packaged product. Academic Edition software costs less than retail software and is not available to any other working professional. When purchasing full packaged product, you are not limited to work-related use.

Work At Home Use Rights have been ordered by Keene State College for the following products:

Windows XP Pro, SP3
Office Enterprise 2007
Publisher 2007
Office Mac 2008

NOTE: Work-at-Home media can only be installed two times and only on the same computer. If you need to reinstall the software a third time, you will need to purchase another CD.

Please read and initial the following statements:

_____ I understand that the IT Group HelpDesk does **not** provide any support for software purchased through this program.

_____ I understand that I am not licensed to use the Software for personal purposes.

_____ I understand that if Keene State College does not renew this agreement, or I terminate employment with KSC, then I must remove the Software licensed under this agreement.

Signature: _____

Printed name: _____

Office Location: _____

Date: _____

Software Purchased: _____