The Microsoft Campus Agreement grants members of educational institutions the right to use various Microsoft products.

Under the Home Use Program (HUP), Marshall University employees who are users of qualifying applications at work (e.g. Office Enterprise) may acquire a licensed copy of the corresponding Home Use Program software (e.g. Office Enterprise) to install and use on a home computer. You may continue using HUP software while you are under our employment and as long as the corresponding software you use at work has active Software Assurance coverage.

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 Home Use Program software, please visit http://microsoft.com/licensing.

Products currently available under this program are limited to the following:

• Office Professional Plus 2013*
• Office for Mac 2011**
• Microsoft Project Professional 2013*
• Microsoft Visio Professional 2013*
*Requires Windows 7 and Windows 8 – does not run on Windows XP or Vista
**Requires Mac OS X ver. 10.5.8 or later

If you qualify for the home use program, you can purchase an electronic download through the Microsoft Home Use Program website. Just follow the steps listed below:

To access the Microsoft Home Use Program Web site:

1. Go to http://hup.microsoft.com/

2. Select your country of residency. This is where the software will ship to.

3. Enter your University email address and insert the program code. You may obtain the code by emailing the itservicedesk@marshall.edu from your Marshall email account or from the Front Desk of Computing Services on the fourth floor of Drinko Library. Note: The program code is assigned to our organization for our sole use in accessing this site. You may not share the code with anyone outside our organization.

4. Place your order online, and it will be shipped to the location you have chosen. Please note that a fulfillment fee will be charged to cover packaging, shipping, and handling costs.