



1920 Long Street
Sweet Home, OR 97386
www.sweethome.k12.or.us

STAFF SOFTWARE CHECKOUT

Microsoft® Open License for Academic/Select License for Academic/Select Plus for Academic Staff/Faculty Users Acceptance Form

This acceptance form is valid for the Microsoft products checked below, which shall be referred to collectively herein as the “Software”. Software is made available to you because Sweet Home School District (SHSD) has purchased software licenses for the Software through a Microsoft Open License for Academic, Select License for Academic, or Select Plus for Academic agreement. SHSD is extending to you the right to use the Software for **work-related** purposes at home. **You are not licensed to use the Software at home for personal purposes.** You do not own the license, the Software, or the CDs. You will be required to remove the software from your home machine at the time of agreement expiration or termination.

Work at Home Use Rights have been granted by Sweet Home School District for the following product(s) (referred to collectively herein as the “Software”):

Microsoft Office _____ Version _____

Microsoft _____ Version _____

Please initial each statement:

- _____ I will read and abide by the license agreement associated with this Software.
- _____ I understand that no technical support is provided by SHSD in association with my work-at-home use.
- _____ I understand the minimum specifications to run the Software as listed at <http://www.microsoft.com/products>.
- _____ I understand that I must remove the Software from my machine at the time of agreement expiration or termination.
- _____ I understand that I am not licensed to use the Software for personal purposes.

Printed name: _____ Title/Loc _____

Signature: _____

CD Chk out Date: _____ CD Return Date: _____

Tech Head (OETC) is an online marketplace for qualified educational staff and faculty and students. For your personal technology purchases visit techhead.org, to get the latest pricing. Proof of employment / student status is required.



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Applies to District owned Filemaker & Adobe Applications

Under the “80/20 Rule” rule Sweet Home School District may allow staff to checkout software that they use at school. The rule states that if a school purchases a qualified software license for a specific computer where the teacher/staff is the primary user (80%+ of the time), the teacher/staff may install the software on a home computer at no extra charge. The use of the software at home is governed by the same license agreement as at school, (i.e., it may not be used for commercial/for-profit use.) The 80/20 Rule only applies to staff and faculty, for as long as they are employed by the qualified OETC member. Lab computers do not qualify for the 80/20 rule. *Students do not qualify under the 80/20 rule.

Software Title _____ Version _____
Software Title _____ Version _____
Software Title _____ Version _____

Please initial each statement:

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