

Downloading Office from HUP

Active faculty and staff are eligible to use Microsoft Office 365 for free; <u>Click here</u> for instructions. You also have the option to purchase Microsoft Office software for your home PC or Mac using the Microsoft Home Use Program (HUP).

Under the District site license, full time faculty and staff are qualified to purchase and download Microsoft Office Suite to your home computer for just **\$14.99**. This means you can install these applications on your HOME PC or Mac, depending on the suite you choose to purchase.

Products Available through HUP:

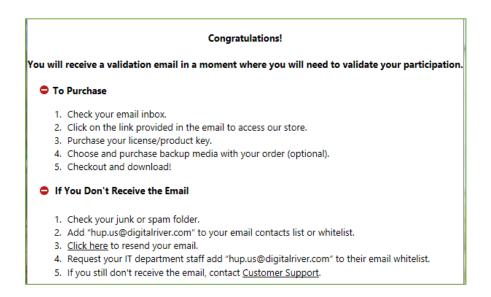
- Office Professional Plus 2019 which includes: Microsoft Word, Excel, PowerPoint, Outlook,
 Access and Publisher for PCs running the latest version of Windows 10. This software is not
 compatible with Windows 7, 8.1 or macOS.
- Microsoft Home and Business which includes Classic 2019 versions of Word, Excel, PowerPoint, and Outlook for both PC, running the latest version of Windows 10, and macOS version 10.12 (Sierra) or later.
- Visio Professional 2019, compatible only with PC Windows 10.

Purchasing the Microsoft suite from the Microsoft HUP is a download only and payment must be made online with a credit card.

To order any of these available Microsoft Office products from the Microsoft HUP site, follow these steps:

- Click this link: Microsoft HUP registration site, enter your work email and click Submit.
- The Microsoft HUP registration site will prompt for a promo code, which are as follows:
 - SAC/CEC **D2EF6EA129**
 - SCCOLLEGE/OEC 470CB11829
 - District Office D2EF6EA129

Once your work email and promo code are accepted, you will see the following instructions on the registration site:



The email you receive in your work email will contain a link to the following page to purchase the software.

