

Volume Licensing Guide

Microsoft Select Plus for Academic



Select Plus for Academic Licensing Guide

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Academic Volume Licensing Overview

For education customers who license software in quantity and manage software across multiple computers, Microsoft Volume Licensing programs may provide the most cost-effective way to acquire licenses.

Microsoft offers both “subscription” and “transactional” volume licensing programs for education customers.

Subscription Licensing

With subscription licensing programs, you have the right to run a selection of products, and any upgrades or downgrades of those products, for a designated term. A subset of products, including specific application, system, and Client Access License (CAL) products, designated by Microsoft as “desktop platform products,” are licensed on an organization-wide basis. For these “desktop platform products,” you place an order for a quantity that is equal to the number of full-time employees (FTEs) in your organization once per year. This way even if the number of devices or users grows, you remain fully licensed throughout the designated term, and you only need to report an increase in the number of your FTEs on your annual order.

The Enrollment for Education Solutions (EES) provides subscription licensing for primary/secondary and higher education institutions of all sizes. EES offers the simplicity of licensing desktop platform products organization-wide through an annual count of people instead of PCs/devices and the flexibility to add additional products in any quantity.

Read the [EES Licensing Guide](#) to learn more.

Note: The School Enrollment for primary/secondary schools also offers subscription licensing based on counting PCs.

Perpetual Licensing

With perpetual (also known as “transactional”) Volume Licensing programs, you acquire perpetual software licenses (meaning your institution has a perpetual, everlasting license) while eliminating the costs and packaging of retail software.

Microsoft has three transactional volume licensing programs for education customers: Microsoft Open License for Academic, the Microsoft Products and Services Agreement, and Microsoft Select Plus for Academic.

Open License for Academic

Open License for Academic is a widely accessible and cost-effective way for small education institutions to license Microsoft software, starting with as few as five licenses. You simply determine the number of software licenses your institution wishes to acquire and place the order with an authorized reseller. You also have the option to include Software Assurance with your licenses. License confirmations are distributed electronically and posted on a secure Internet site.

Microsoft Products and Services Agreement (MPSA)

Unlike Select Plus, the MPSA is a single agreement for Online Services and software purchases across an organization. It offers academic pricing (equal to Select Plus for Academic pricing) and can reduce the administrative overhead associated with managing multiple agreements. It also covers multiple industries within your organization—such as commercial and academic entities—under one agreement. Software Assurance is an optional purchase.

Select Plus for Academic

Select Plus for Academic is explained in detail in this document.

Please note that Select Plus for commercial organizations is being retired starting July 1, 2016, but this does not affect Select Plus for Academic agreements or Select Plus for Government agreements.

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Select Plus for Academic Overview

When it comes to licensing software and getting the most value from software investments, customers have asked for a Microsoft Volume Licensing solution that offers more flexibility, better asset management, and a way to balance growing technology needs with predictable costs.

Select Plus for Academic is for large education customers or aggregate groups (such as educational consortia) that want to acquire their software licenses and services at any affiliate level—such as a site or department—while realizing advantages as one institution.

Better returns with Software Assurance

Software Assurance is a comprehensive maintenance offering that helps you deploy, manage, and migrate software. It is an option purchase with Select Plus. It combines the latest software with 24 hour a day phone support, partner services, and tools to help your institution increase productivity, accelerate performance, and realize a greater return on your software investment.

Learn more about the benefits of Software Assurance at www.microsoft.com/softwareassurance.

Select Plus for Academic Features

Beyond reducing the price that institutions pay for software licenses over full packaged product prices, Select Plus for Academic offers other opportunities to help maximize the value institutions receive with the agreement.

Reduced licensing complexity through:

- ▶ Simplified licensing agreements. Institutions are provided with a single agreement that supports both centralized and decentralized purchasing of licenses on an as-needed basis. This agreement has no specific end date, eliminating the need to renegotiate and renew every three years and simplifying budgeting for short- and long-term IT needs.
- ▶ Affiliate purchasing. Select Plus for Academic purchases are associated to a unique customer ID per affiliate. You will have a clear view of your entire license and software asset portfolio, as all purchases are tied to a single agreement and Lead Affiliate customer ID that allows organization-wide reporting or detailed affiliate level reporting.

Improved asset management with:

- ▶ License management. Enhanced self-service, online tools give customers and partners better management capabilities.
- ▶ Self-service tools also make it easy to register and access all the information you need about your agreement
- ▶ Downgrade rights. Institutions can now standardize on versions. Downgrade rights offer the right to license the latest software version available, yet still run an earlier version.

Added value by offering ways to:

- ▶ Realize more value from Software Assurance. Institutions receive a full value for their benefits with proration of coverage to the purchase month, providing between 25 and 36 months of coverage.
- ▶ Make a seamless transition. The transition from Select License for Academic to Select Plus for Academic is simple, can be done on your timeline, and provides for seamless coverage for your Software Assurance investments.

Increased flexibility by:

- ▶ Cross-language use rights. These rights can help enhance an institution's appeal and effectiveness across geographic and cultural boundaries by ensuring that faculty, staff, and students from different countries can easily communicate. Note that you may not license in one language and deploy that licensed product in another language with a higher value.

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- ▶ Training and evaluation software licenses. Save money on software training and evaluate new or unlicensed products by receiving license for:
 - 20 copies per software title for use in a dedicated training facility.
 - 10 copies per software title for a 60-day evaluation.
- ▶ Reimaging rights. Providing added convenience during product rollouts, these rights allow the use of certain licensed product media for copying of software onto multiple devices from one standard image.
- ▶ Secondary use rights. These rights can help increase productivity by allowing primary users of a licensed desktop computer to share the same application license with a portable computer (for work-related purposes only).

Note: For details, reference the Select Plus for Academic agreement.

Software Assurance with Select Plus for Academic

Microsoft Software Assurance for Volume Licensing helps boost productivity across your organization by enabling you to get the most out of your Microsoft software with 24x7 support, deployment planning services, end-user and technical training, and the latest software releases and unique technologies, all in one cost-effective program.

With Select Plus for Academic, you have the option to include Software Assurance with your software licenses*. When you add Software Assurance, Select Plus for Academic helps you maximize your return on investment (ROI) by giving you a full prorated value of your coverage when you acquire Microsoft Software Assurance, regardless of the timing of your purchase. Microsoft will prorate your coverage to your third affiliate anniversary so you only pay for the coverage you are using, providing greater value for your Software Assurance coverage.

*Windows 10 Education Upgrade is only available with Software Assurance. For details about Windows 10 licensing, visit www.microsoft.com/en-us/Licensing/product-licensing/windows10.aspx

For information about Software Assurance benefits for academic institutions, visit www.microsoft.com/softwareassurance.

Purchase Options for Software Assurance

The Spread Payments benefit for Software Assurance offers a more flexible way to manage technology expenditures by allowing you to spread payments annually over the term of the Software Assurance coverage. Select Plus for Academic offers both Affiliate Anniversary billing (similar to Agreement Anniversary billing) that allows you to spread payments annually, and Order Anniversary billing that allows you to spread payments over full-year increments. This can help reduce initial up-front costs and provide annual budget predictability.

You may also acquire Software Assurance on its own when:

- ▶ Server software product licenses are acquired through retail full-packaged product (FPP) or from an original equipment manufacturer (OEM). There is a 90-day enrollment period during which time Software Assurance may be added to these purchases.
- ▶ Microsoft Office licenses are acquired through an OEM. Again there is a 90-day enrollment period during which time Software Assurance may be added to these purchases. The versions must be identical.

Extending Software Assurance Coverage

It is easy to continue the benefits enjoyed through Software Assurance after the initial term ends. Because Select Plus for Academic is an ongoing agreement that does not expire, Software Assurance may be extended through the existing agreement. When extending multiple Software Assurance licenses that were acquired through Select Plus for Academic at different times, the coverage period is adjusted to a common date, and the prices prorated to reflect the coverage period, in order to simplify management and facilitate annual budgeting cycles.

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To ensure that upgrade protection remains uninterrupted through Software Assurance, you may extend Software Assurance coverage through your authorized reseller.

If Software Assurance acquired under another agreement is about to expire, it may be renewed into your Select Plus for Academic agreement by working with your authorized reseller to obtain Software Assurance coverage under your Select Plus for Academic agreement.

In cases where Software Assurance coverage lapses, new License and Software Assurance purchases are required before Software Assurance may be acquired again.

To learn more about Software Assurance, visit www.microsoft.com/softwareassurance.

Microsoft Financing

The Microsoft Financing program helps customers by providing one financing resource for all their IT needs, including software, services, or your product offerings. For organizations that already license software from Microsoft, flexible payment options are convenient and allow them to spread out the costs of the software during an extended period of time, thus preserving cash resources.

Go to www.microsoft.com/financing for more information.

Select Plus for Academic Agreement Structure

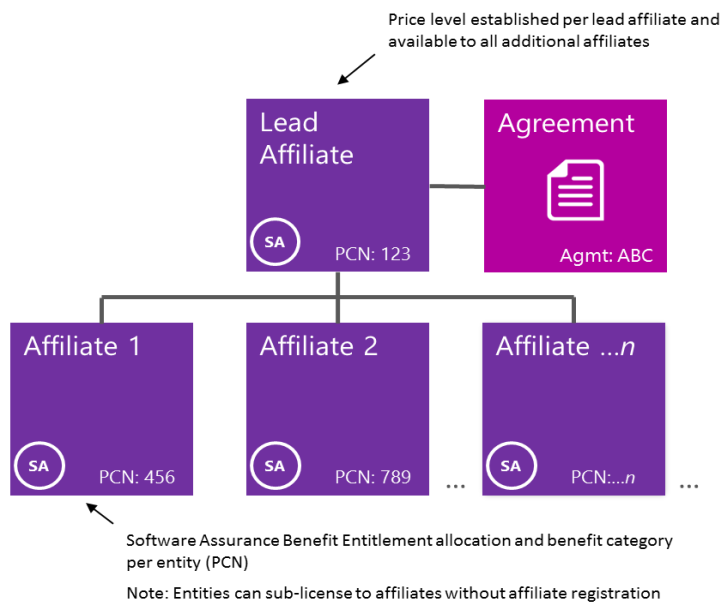
The Microsoft Volume Licensing agreement structure makes it easier to negotiate the terms and conditions of multiple agreements. A Select Plus for Academic agreement has two components: (1) the agreement itself; and (2) the Select Plus affiliate registration form.

- ▶ **Select Plus for Academic Agreement.** This agreement enrolls your institution in the Volume Licensing program so that you can license products and services at volume discount prices for education.
- ▶ **Select Plus for Academic affiliate registration form.** This one-page form identifies buying affiliates—such as individual campuses, departments, or members of an educational consortium or other aggregate group—within your organization and registers them in the program. As a result, they can acquire software licenses and services under the Select Plus for Academic agreement. The Large Account Reseller (LAR) that works directly with the affiliate is also identified on the affiliate registration form. Having a separate Select Plus for Academic agreement and Select Plus for Academic affiliate registration structure allows greater flexibility for registered affiliates, while providing a single, institution-wide licensing agreement with improved reporting and management. Although purchasing is conducted independently, all licenses are managed under one master agreement.

Affiliate Structure for Select Plus for Academic Agreements

With Select Plus for Academic, a single customer agreement and Lead Affiliate ID is established with the public customer number (PCN) of an institution's lead affiliate. The PCN is associated with the PCNs of any number of affiliates, linking them to the same agreement. This framework helps streamline purchasing, Software Assurance benefit delivery, and licensing reporting.

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A Select Plus for Academic affiliate registration cannot be initiated without a Select Plus for Academic agreement.

How to Get Started

Select Plus for Academic is offered through Licensing Solution Providers (LSPs) that can help you evaluate your institution's needs to make the right choice. For more information about worldwide reseller locations, please refer to the reseller locator tool at pinpoint.microsoft.com/.

Select Plus Academic Pricing

Select Plus for Academic provides a single, special price level for qualifying academic institutions, which is set at a much more affordable level compared to commercial pricing. To verify your eligibility, please review the Qualified Education User Definition at www.microsoftvolumelicensing.com/DocumentSearch.aspx?Mode=3&DocumentTypeId=7.

To locate your regional Microsoft Volume Licensing website, go to www.microsoft.com/licensing/index/worldwide.msp.

Products and Points for Select Plus Academic

You must meet the minimum annual point requirement in each product pool to purchase through Select Plus for Academic. If you have an active Campus and School Agreement, you automatically meet the annual point minimums. Otherwise, you must meet the point minimums for each subsequent annual compliance check. If you purchase fewer than 500 annual points in a product pool for a given year, your account will be put on hold for that pool until you reach the 500-point level again. An order for the minimum annual points automatically reactivates the product pool, with no need to sign new forms or renegotiate the agreement terms.

Select Plus for Academic categorizes software products into three distinct product pools: applications, systems, and servers.

- **Applications.** Examples of Microsoft applications include Microsoft Office Professional Plus, Microsoft Lync client, and Microsoft Office Project.

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- ▶ **Systems.** An example of a Microsoft desktop computer operating system software program is Windows operating system upgrades such as Windows Education Upgrade.
- ▶ **Servers.** Examples of Microsoft server software programs include the Windows Server operating system, Microsoft Exchange Server, Microsoft SQL Server database software, and associated Client Access Licenses (CALs).

Each software product carries a point value. For example, Office Professional Plus is worth 2 points, Microsoft Online Services Subscription is 1 point, and Windows Server Standard is 15 points. The Software Assurance component of License & Software Assurance is worth half the total point value of its accompanying license annually. For example, if Office Professional Plus is worth 2 points, Software Assurance is worth 1 point for each year it is maintained during the term of the Select Plus for Academic agreement, for a total of 3 points during the three-year term of the coverage (prorated between 25 and 36 months).

You can acquire points for each product pool with the following three options:

- ▶ Acquire new Licenses
- ▶ Acquire License & Software Assurance
- ▶ Renew Software Assurance for products already covered with Licenses & Software Assurance from a previous order or where Software Assurance is purchased based on the eligibility rules

The points you earn apply to all your affiliates registered under the agreement. For more information and to see a full product point list, please visit <https://www.microsoft.com/en-us/Licensing/product-licensing/products.aspx>.

Example Product List and Points

Applications Pool	Points	Systems Pool	Points	Servers Pool	Points
Office Professional Plus	2	Windows 10 Education Upgrade with Software Assurance	3	Windows Server Standard	15
Skype for Business client	1			Microsoft Online Services Subscription	1
Office Project	1				

How to Qualify for Select Plus for Academic

You can begin purchasing software licenses with Select Plus for Academic if you satisfy one of the following three qualifications:

Option 1. Qualify with an existing Enrollment under Campus and School Agreement.

When you associate your Select Plus agreement with an active Enrollment under Campus and School Agreement, you are not required to meet an annual minimum purchase quantity under Select Plus for Academic. When the associated licensed term for the active Enrollment for Education Solutions (EES) or School enrollment under your qualifying Campus and School Agreement expires and is not renewed, you can still use your Select Plus for Academic agreement until the agreement anniversary date, at which time a compliance check of your organization's purchase history determines your ability to continue to purchase under your agreement.

Option 2. Qualify with a Volume Licensing agreement other than Campus and School Agreement.

If you have an existing Volume Licensing agreement other than a Campus and School Agreement (such as a Select License for Academic agreement), and have acquired 500 points or more over the past 12 months under that Volume Licensing agreement, you may qualify to start purchasing under a Select Plus for Academic agreement. To continue purchasing under a given product pool after your next agreement anniversary, you are required to reach an annual minimum of 500 points for

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that product pool. In general, if you have passed your most recent compliance check in the Select Program, you would be given the corresponding price level in Select Plus.

Option 3. Qualify as a new customer with a minimum purchase of 500 points.

If you do not qualify through an existing Volume Licensing agreement, you may start a Select Plus for Academic agreement by meeting the minimum purchase requirements during your first year. For each pool, in your first year of your Select Plus for Academic agreement you must meet a minimum of 500 points to continue purchasing in that pool. You can purchase under a single pool; however, if you purchase under multiple pools, you must qualify under each pool. To continue purchasing under a given product pool, you are required to reach an annual minimum of 500 points for that product pool.

Product Fulfillment

Media can be web-based downloads of Microsoft Volume Licensing Products from the Microsoft Volume Licensing Service Center (VLSC), materials such as a DVD for a licensed software product, and may also include printed materials such as a user's guide or product manual.

All products are available via download through the Microsoft Volume Licensing Center. This is the default delivery method. By using digital download, you help Microsoft in our efforts to reduce our carbon footprint by eliminating the need for discs, packaging, and shipping.

If you require physical media, you must complete a media order form. Your registered affiliates may choose their own media delivery preference (digital or physical). Registered affiliates that have chosen the physical media option will be shipped media for the specific products they order.

Volume Licensing Product Fulfillment Kits

If you choose to receive physical media for your licensed software, media kits are customized according to the languages specified on the Select Plus for Academic media form. The Welcome Kit and Update Kits are automatically provided to the contacts specified on the Select Plus for Academic agreement. Use the Product Fulfillment User's Guide website to help you manage the media kit. You can access these site features from the VLSC at <https://www.microsoft.com/licensing/servicecenter/>. You can also download the products from the VLSC, or order additional media via your designated LAR.

Making Copies

With Select Plus for Academic, you can immediately reproduce and use Microsoft licensed products, as long as licenses are ordered for all copies of the deployed licensed products by the end of the month in which they were installed.

Microsoft Volume Licensing Service Center

The Microsoft Volume Licensing Service Center (VLSC) makes it easy to manage your Volume Licensing agreements, download licensed products, and access product keys for your software—all in one place. Use the VLSC to view your Microsoft License Statement, an easy-to-use report that provides a real-time calculation of Volume Licensing entitlements across agreements. You can also quickly identify and activate Software Assurance benefits. You can access the VLSC at <https://www.microsoft.com/licensing/servicecenter/>.

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Additional Resources

Microsoft offers detailed information about the Select Plus for Academic program and other Volume Licensing programs on the Microsoft Volume Licensing website at www.microsoft.com/licensing.

Qualified Education User definitions:

www.microsoftvolumelicensing.com/DocumentSearch.aspx?Mode=3&DocumentTypeId=7

To learn more about Software Assurance for academic institutions: www.microsoft.com/licensing/software-assurance/

Volume Licensing for Academic institutions: www.microsoft.com/licensing/licensing-options/for-industries.aspx#tab=2

Microsoft Volume Licensing Service Center: <https://www.microsoft.com/licensing/servicecenter/>

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