

Microsoft Office Acquisition Options

Activation Type	Eligibility	Restriction	Cost
KMS (Key Management System)	Available to eligible employees participating in MSCLA	<ul style="list-style-type: none"> Ryerson owned computers that remain on-site Download and Activation can only be done from a Ryerson wired connection (not available via Ryerson's wireless or employees' home connections) RU-VPN must be turned off before activating 	None
MAK (Multiple Activation Key)	Available to eligible employees participating in MSCLA	<ul style="list-style-type: none"> Ryerson owned computers that are taken off-site. Please contact the CCS Help Desk. We will make arrangements for a CCS technician to install a MAK key. One-time activation by CCS 	None
HUP (Home User Program)	Available to eligible employees participating in MSCLA	<ul style="list-style-type: none"> Does not include Project and Visio for home use <p>Two ways to get:</p> <p>Option 1 (recommended): Get Office 365 Education , (click on the Faculty/Staff tab) and utilize one of the 5 allotted devices for office 365 installations.</p> <p>Option 2: Purchase the Office 365 University 4-year subscription for \$89 from: https://www.microsoft.com/en-ca/p/office-365-university/cfq7ttc0k5bb?rtc=1&activetab=pivot%3aoverviewtab</p>	<p>Option 1: No cost</p> <p>Option 2: \$89 for a 4-year subscription</p>