



Free Access to the MS Office Suite

Have you taken advantage of your free download of MS Office? As a USA student, you are entitled to download this suite of productivity tools on up to five personal computers (or mobile devices)*.

With it, you will have the following programs ready to use, anytime:

- Word
- Excel
- PowerPoint
- Outlook
- OneNote

MS Office is easy to install, and it's waiting for you right now. Just follow the steps below and you'll be on your way to Office success:

1. Go to: <http://products.office.com/en-us/student/office-in-education>
2. Click "Find out if you're eligible."
3. Enter your USA email address.
4. Click "Sign up" to verify that your USA account is active, then "Continue."
5. Enter your user name and password.
6. Click "Start."
7. Click "Install now."

➤ To set up mobile apps, go to: <http://office.microsoft.com/en-us/mobile>

Need help with the installation? Pop over to [Microsoft Support](#) for 24/7 assistance.

Sincerely,

IT Department
University of St. Augustine
904-826-0084 x 7000

*By using the free services, you agree to adhere to USA's guidelines and policies regarding the use of the services. Please read the [Office 365 Privacy Notice](#) and general usage agreement for more information.