Office 365

Frequently Asked Questions – For Students

What is the Office 365 ProPlus benefit for students?
Academic institutions that are Microsoft customers and license Office for all faculty/staff are be eligible to offer Office 365 to their Students at no additional cost. Students can take advantage of free Office 365 ProPlus, through a self-sign up process.

Why is Microsoft introducing these changes?
Microsoft is committed to the success of each student and educator. Microsoft believes this offer will help students thrive in their educational endeavors by providing Microsoft's best productivity solution at no additional licensing cost.

1. Go to Office.com/GetOffice365
2. Click the "Find out if you're eligible" link
3. Put in your school provided email address
4. Follow the prompts to login to Office 365
5. Download Office and sign-in with your school ID

Do I get anything else besides Office 365 ProPlus when I use the self-service process?
In addition to having access to the Office ProPlus client which has application like Word, Excel, PowerPoint and OneNote, which work across your PCs and Macs, you can active the clients on your iPad, iPhone, and Android Phone, giving you access to edit and review your homework on the go. You also get 1 TB of storage through OneDrive for Business to ensure you access to all of your documents whenever you need them. If you using a computer that doesn't have Office installed, don't worry you can edit or review those assignments in Office Online in any browser.

What devices can I use Office 365 ProPlus on?

Office supports PCs and Windows tablets running Windows 7 or higher, and Macs with Mac OS X 10.6 or higher. Office for iPad can be installed on iPads running version 7.0 or higher. For information about mobile devices, visit www.office.com/mobile.

What happens when I graduate?
When you graduate, your Office 365 subscription through your institution ends upon graduation. You may enroll into other consumer or commercial offers available. If you have Office 365 Education at your school, you should make sure to transfer all your files from your school OneDrive to your personal OneDrive prior to graduation.

What does Office 365 ProPlus include?
Office 365 ProPlus comes with a full version of Office and familiar Office applications like Word, Excel, PowerPoint, Outlook, OneNote and more. Office 365 ProPlus is a user-based service and allows each student to install on up to five PCs or Macs, and five tablets (iPad) and access Office mobile applications on iPhone and Android phones. (Office Mobile applications are included with all Windows phones). More information here.

Can students install Office for iPad through this Office 365 ProPlus benefit?
Yes, this would count towards the limit of installing it on 5 tablets. Just install the applications and sign in with your school ID.

Does this replace the Office 365 University product or Office Home & Student?
No, Office 365 University will continue to be sold to enable students at colleges and universities that do not take advantage of, or qualify for, this free benefit and likewise for the Office 365 Home Premium offer.

How is the value proposition different for Office 365 University and Office 365 ProPlus for students?
Office 365 University includes 60 minutes per month of Skype premium.

Office 365 ProPlus includes additional organizational applications such as Lync and a number of added technologies for organizational uses (Information Rights Management as one example) that are not available in Office 365 University. When schools combine the Office 365 ProPlus benefit with Office 365 Education, students get access to more advanced collaboration tools such as Outlook and Lync.

If I recently purchased Office and am now also be eligible for free Office 365 ProPlus though my school, will I receive any credit and/or compensation?
No. The Office purchased is a consumer offering and students can continue to take advantage of the purchased offer.

If I have already installed Office 365 University on my computer, what will happen if I attempt to install Office 365 ProPlus?
The office client supports having both an Office 365 personal account (used when you signed up for Office 365 University) and a school account (login provided by your school), students will be able to remain signed in with both. Office install will have both your personal and institution ID associated with it after the installation.

I need help installing, where do I go?
If you are having issues installing Office, visit Install Office on your PC or Mac with Office 365 for business (http://aka.ms/Y0o21h) for installation instructions.