
SOFTWARE BUNDLE TASKS FOR GRADUATING STUDENTS TO COMPLETE

Information on the Graduate Acceptance Statement and Microsoft's Exhibit 1

As a graduating student, and under the terms of the DeVry Microsoft Campus Agreement 3.1, DeVry may issue to you Microsoft's Exhibit 1.

Exhibit 1: This document transfers rights to permanently use the software titles you've selected and received under the DeVry Licensing agreement with Microsoft.

The Graduate Acceptance Statement: This document is where you agree to accept all of the terms and conditions in Exhibit 1. If you do not complete this document, DeVry is not permitted to issue you an Exhibit 1.

Retention of these Documents: Microsoft requires you to keep a copy of Exhibit 1, as it is your only proof of your perpetual right to continue using the software once you have graduated from DeVry. You should retain it and the Graduate Acceptance Statement with your other important papers. DeVry does not retain electronic copies of these documents indefinitely; it is your responsibility to do so.

Check List Prior to Graduation

1. **Order your CD Bundle** from the student portal **prior** to your graduation. You may not obtain it afterwards.
 - a. Visit <http://devry.e-Academy.com>, login using your DSI number and your last name as the password, then click the Software tab for details.
 - b. Please read the documentation carefully for terms and conditions, as well as licensing, shipping and handling charges that may apply. **Student software is available only when classes are in session.**
 - c. Further information and instructions are available in the student portal Resources area at <http://my.devry.edu> by selecting Student Software under the Student Tools heading.

2. **Update your contact information**, including e-mail address and your mailing address before you leave school. This is important because we will notify you by e-mail when your Exhibit 1 is ready. (If we can't reach you by e-mail, we will try to reach you by regular mail.) There will be a blackout period for about six (6) weeks after you have graduated when your records will not be accessible through the "Microsoft Campus Agreement" Fulfillment Center.

To update your e-mail address now:

- a. Log on to <http://my.devry.edu>
- b. Click on "Undergraduate Student Software Bundle Information."
- c. Click on "Go to the Fulfillment Center."
- d. Click on "Log in," and enter your Student ID and Password.

More Details on Reverse Side.

- e. Next, select "My Profile"
- f. Then select "Update My Profile."
- g. Provide a current e-mail address and update any other information that needs it.

3. **Read the sample** Exhibit 1 and sample Graduate Acceptance Statement below.

What Happens After Graduation?

Approximately the sixth week after the current term has ended and all of the registrar's files have been updated and your graduation has been confirmed, you will receive an e-mail telling you that your Exhibit 1 is now available and that you are to go to the <http://my.devry.edu> web site. You will receive specific instructions in the e-mail on how to log in to the "Microsoft Campus Agreement" Fulfillment Center at that time.

Your Student ID and the password you used as an undergraduate will be activated for you to log in as a graduate.

At that time, you will also be asked to complete the Graduate Acceptance Statement in order to obtain your Exhibit 1. Once you have done that, you will be able to view and print each of the documents for your records.

Sample of Completed "Graduate Acceptance Statement"

NOTE: Items in bold and italics will be inserted into the document automatically for you by DeVry.

Graduate Acceptance Statement of the Terms and Conditions of Microsoft's Exhibit 1

I, **JOHN SMITH**, Student ID, **D012345678**, have read and understand the preceding Microsoft Exhibit 1, and I accept and agree to be bound by all of its terms and conditions.

By typing my name below, I intend this to have the same force and effect in all respects as a handwritten signature.

Please type your name below exactly as it is printed up above:

Name (signature): _____ **JOHN SMITH** _____

Student's Curriculum/Program: **Computer Information Systems (CD)**

Student's Campus: **DeVry University, Tinley Park, IL (04)**

Date this document was completed: **September 8, 2006**