



Chest Adobe Student ETLA 2019 Framework Agreement Overview November 2019 Joiners

Important note – the deadline for joining the agreement is November 1st, 2019 and payment must be received by November 8th, 2019 without fail.

The Chest Adobe Student ETLA 2019 Agreement is a subscription agreement that allows Institutions to bulk purchase Adobe Creative Cloud Licences for their students to install on their own PC/Mac and mobile device. The licence includes the Adobe Creative Cloud desktop applications, mobile applications and cloud services.

This agreement is open to all Higher Education Institutions, Further Education Colleges and Sixth Form Colleges to join.

All licences will be co-terminus on August 13th, 2022.

Licence costs are dependent on the quantity ordered:

Product Description	Annual Unit Fee (ex VAT)
Creative Cloud Student Home Use Licence (minimum 1,000 licences)	£48
Creative Cloud Student Home Use Licence (minimum 500 licences)	£60
Creative Cloud Student Home Use Licence (minimum 250 licences) Sixth Form and Further Education Colleges Only <u>Not Higher Education</u>	£72

Please note that there is no pro-rating for sites joining in November 2019, and the first year's licence will only run until August 13th, 2020.

Chest is a Jisc Enterprise operating from 4 Portwall Lane, Bristol, BS1 6NB

Jisc is a company limited by guarantee, registered in England (company number 05747339), and a registered charity (charity number 1149740). Jisc Services Ltd is a wholly-owned Jisc subsidiary and a company limited by guarantee, registered in England (company number 02881024). Jisc's and Jisc Services Ltd's VAT No is GB 197 0632 86. Our phone number is 0203 697 5800. Our registered office is One Castlepark, Tower Hill, Bristol, BS2 0JA.



Managing Licences

Under this agreement, Institutions will manage the Student Licences via the Admin Console using the Named User option, which allows the distribution and revocation of licences.

At the end of the agreement you will need to renew your commitment or the students' licences will cease to function. If you don't renew you may be required to confirm in writing to Adobe that the software licences have been revoked.

True Up

Please note that this is a new concept for the agreement and was not part of the previous Chest Student ETLA 2016 Agreement.

The Admin Console will allow over-deployment of student licences. If you do over-deploy student licences in the year, then:

1. After the anniversary date, you will be billed for 50% of your annual unit fee, per additional licence deployed.
2. For the remaining years of the agreement, your annual quantity will be increased to include the over-deployed licences.

Example: Institution has purchase 1,000 student licences on joining the agreement in 2019. During 2019/20, an additional 100 student licences are deployed. Thus:

1. After 14/8/2020, the Institution is billed for $100 \times £48 \times 0.5 = £2,400$ for the year 19/20 over-deployment.
2. An additional 100 licences are added to the licence years 20/21 and 21/22, an extra £4,800 per annum.

You will need to report any over-deployment to adobe@chest.ac.uk by July 1st of the licensing year. **This reporting is a new requirement for the 2019 agreement.**

There is an option to not have to pay for any additional licences due to over-deployment in subsequent years but it only really makes sense in the first year, since as well as the 50% fee above,

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there is an additional 150% cancellation fee, payable at the same time. Please see Section 6.1D of the Master Agreement for full details. If you do wish to take advantage of this provision, please notify adobe@chest.ac.uk 100 days before the anniversary date.

Licence Start Date

Your licence will commence on November 14th, 2019.

If you wish to join the agreement then you must return completed paperwork and a purchase order to Chest by November 1st, 2019. Chest's invoice must be paid by November 8th, 2019 without fail – this is non-negotiable, **if you are unable to meet this payment deadline you shouldn't join the agreement**. Please note that this reflects the terms Chest has committed to with Adobe.

All payments for annual renewals must be with Chest by August 9th of the relevant year. Chest will invoice you up to three months in advance to give plenty of time for payment to reach us. **Again if you are unable to meet these payment deadlines you shouldn't join the agreement**.

How to commit to join this agreement:

1. Read the terms and conditions of the *Master Agreement* – if you join you will be bound to the agreement as a "Participant" (Chest is the "Customer").
2. Complete and sign the *Chest Adobe Student ETLA 2019 Commitment Form November 2019*.
3. Complete and sign the *Chest Adobe Student ETLA 2019 Participation Letter November 2019*, on your Institution letterhead paper. Please consult the *Exemplar Completed Participation Letter*, to ensure all parts are completed.
4. Raise a purchase order for the first year's licence fee, made out to "Jisc".

Scan documents and e-mail them together with the purchase order to help@chest.ac.uk by noon on November 1st, 2019

If you do have any queries, then please contact Howard Moody on 0203 998 7052 or howard.moody@chest.ac.uk or you can speak to your Adobe Account Director Birgit Petersen bpeterse@adobe.com

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