To: AEA 9 District Technology Contacts

Cc: Superintendents, Principals

Re: Microsoft Student Select Program

The Iowa Educators Consortium, IEC, is pleased to announce that selected Microsoft software titles are now available for purchase by Iowa K-12 faculty, staff and students at substantial discounts – over 75% off retail prices! The IEC has made this possible by partnering with Microsoft and participating in the Student Select K-12 agreement.

The following table details the available software titles and savings:

Software Title, Estimated Retail Price*, Academic Pricing, IEC Student Select Pricing

Software Title	Estimated Retail Price*	Academic Pricing	IEC Student Select Pricing
Microsoft Windows XP Professional Upgrade	$199.00	$99.95	$74.60
Microsoft Office 2003 Standard	$399.00	$199.00	$63.15
Microsoft Office 2003 Professional	$499.99	$199.00	$73.10
Microsoft Office Mac 2004 Standard	$399.00	$199.00	$64.00
Microsoft Office Mac 2004 Professional	$499.00	$199.00	$73.50
Microsoft FrontPage 2003	$199.00	$99.95	$54.65
Microsoft Project 2003 Standard	$599.00	$69.95	$59.15
Microsoft Visio 2003 Standard	$199.00	$69.95	$38.05
Microsoft OneNote 2003	$99.95	$49.95	$28.90
Microsoft Student 2006	$49.95	$49.95	$43.80

*Stated savings compare retail prices of Microsoft products to Microsoft products through the IEC Student Select Program. Actual reseller prices may vary.

The program was rolled out in April at the AEAs and selected pilot districts. Response has been very positive. Pilot schools feel this is an excellent value added service they can offer students and staff. (Note: All school staff are eligible to purchase – bus drivers to superintendents!) This is an ongoing program and can be rolled out at anytime during the next year. If your district is interested, the IEC staff suggest a rollout at the end of this year or at registration this fall. Microsoft has had the most success when schools send the ordering information home with other important school documents. The IEC will support a second major marketing effort when Microsoft releases Office 2007 and their new operating system. Schools can promote this offer throughout the year.

ATTEND MICROSOFT LIVE WEB MEETING FOR MORE INFO
For complete information, attend one of four Microsoft Live Web meetings to hear a program overview and ask questions.

Meeting dates: May 18, May 25, August 15 and August 25. Download a PDF listing directions on how to attend at: http://www.iec-ia.org/mt/prodapp/sp/IECStudentSelectMtgs.pdf

HOW DO STUDENTS AND TEACHERS ORDER?

District involvement is minimal. All orders will be placed online via credit card and will be shipped directly to the purchaser. Your district will only need to distribute the ordering directions which also provides a unique ordering code that will verify that the purchaser is an authorized Iowa K-12 student or staff. Complete instructions and product details are provided at the ordering website. To get started, just follow the steps listed below. We prefer that schools do a complete district rollout, but individual buildings can participate and schools could offer this service to staff only.

HOW TO REGISTER TO OFFER STUDENT SELECT AT YOUR DISTRICT:

1. A contact at your district will be given your district's administrative accounts for the online ordering system. Contact: Becky Mather by phone at _ 563-344-6526 , or by email at bmather@aea9.k12.ia.us to get your administrative registration code(s). Then:
2. Visit the following website: http://elms15.e-academy.com/iec/
3. If this is your first visit, click on the Register button to create your administrative account. Enter your administrative registration code, your email address and choose a password. Your email address will become your username used to login into the system.
4. Once logged in, you can generate registration codes for your students and staff. Go to the "Print Registration Sheets" section, select the group and proceed to print as many of the sheets as you need (please review the Internet Explorer print settings). Note: Registration sheets can be printed for students, staff or faculty. All offers are identical and only the intended audience name in the directions will change.
5. Registration codes are printed one per page, formatted as a take-home letter detailing the program and instructions on how students/parents/staff register to order. Each registration sheet provides a **single unique registration code**.
    Students/parents/staff will create their own Username and Password to log into the site when they register to order.