

## **FACULTY SOFTWARE BENEFIT POLICY**

The Department will pay for software and software license fees for the following software titles:

1. Microsoft Office
2. Adobe Acrobat
3. Filemaker Pro

Please note the following:

1. Two licenses per software title per faculty will be covered.
2. Faculty may upgrade at the time the Department upgrades. This will ensure continuity regarding desktop support.
3. Software licensing agreements may allow for two installs (i.e. office and home) while others do not or they may restrict platform and concurrent use. AIT can clarify as the need arises.