How to Purchase Microsoft Office 2010 for Students

NOTE to CSA-105 Students

CSA-105 requires a version of the Microsoft Office that includes Word, Excel, PowerPoint, and Access.

NOTE to Computer Science Students

If you are enrolled in computer science classes other than CSA-105 and you need software, check with the professors in the computer science department for the availability of Microsoft development tools for your classes.

From the College Bookstore or Efollett.com

The bookstore works directly with college faculty to provide the correct titles and editions of software for the courses at Three Rivers Community College. Because of this, often they have the best value. It is the best strategy to review their software titles and costs prior to purchasing from another source.

Students who do not come to campus can find the same software by visiting www.efollett.com, choosing the State and college in the drop-downs, and then choosing Technology>Software links.

From Microsoft

1. Create a Windows Live (Hotmail) account if you do not already have one.

2. Email Microsoft at stuver@microsoft.com. They require a scanned copy of one of the following. (More information at http://www.microsoftstore.com/store/msstore/html/pbPage.LearnMore/CustomPage)
   a. Current student identification card
   b. Valid transcript report for the current calendar year
   c. College enrollment letter confirming the current calendar year
   d. Valid government-provided student bus/train (or equivalent) pass

3. When Microsoft processes this, you will receive an email with a verification link. Follow the instructions.


Please report any discrepancies to the Educational Technology Department, Information Technology Division, Three Rivers Community College.
5. Choose Office in the left navigation links and then Student

6. Choose the Office Home and Student 2010 link.

7. Choose “Office Professional at a Student-Only Price”
8. Add Office Professional to your cart.

![Office Professional](image1)

9. When the Shopping cart pops up click the “verify now” link.

![Shopping cart](image2)

10. Use your Windows Live (Hotmail) account to log in if not already in and complete your transaction.