

## License requests

The 1-year license contract allows for unlimited uses of ArcGIS and other ESRI products covered in the program for teaching and research purposes. In order to best assist you, the OARnet support team would like to give you some guidance on how to renew your current licenses. Please help to distribute this message among active ArcGIS users in your institutions.

To make a license request, you can either send an email to [http://esri-info@oh-tech.org](mailto:esri-info@oh-tech.org) or contact the current program coordinator Tracy Taylor ([taylor.3104@osu.edu](mailto:taylor.3104@osu.edu)). Please note that the former is the most reliable way to reach the OARnet support team regardless of personnel changes.

In your request, please provide us with the following information:

- 1) Software Version (i.e. 10.0, 10.1 and 10.2).
- 2) License Level (i.e. ArcInfo, ArcView, ArcEditor)
- 3) License Type (i.e. Single-use, Concurrent, Server)
- 4) For concurrent licenses, please indicate whether you are going to serve the licenses from your own server or use the OSC license server.
- 5) Number of licenses. For single-use, please let us know how many licenses are required. For concurrent licenses, please provide the number of seats.