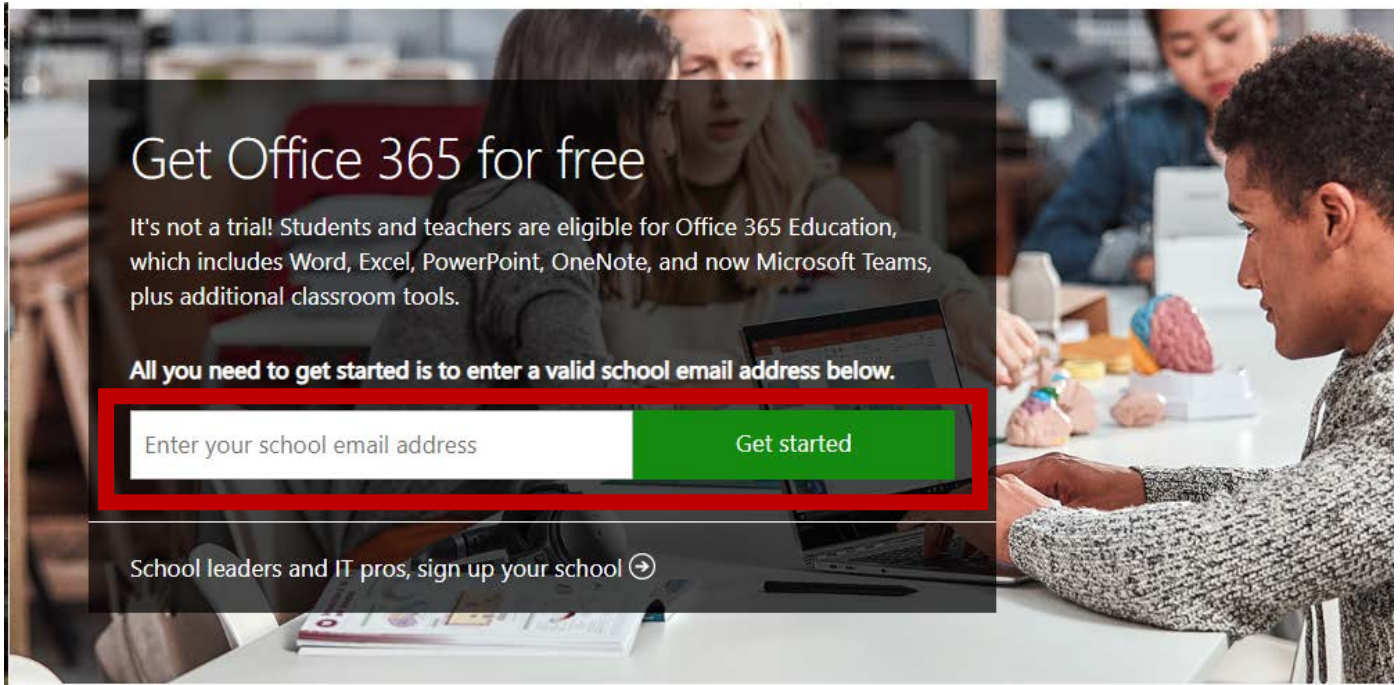


## Office 365 Education

It's great to be a Heartland Community College Student!

Being a student makes you eligible for Office 365 Education which includes Word, Excel, Power Point, OneNote, and Microsoft Teams.

To make use of this resource, go to [www.office.com/getoffice365](http://www.office.com/getoffice365)



1. Type in your HCC student email address then click on "Get Started".
2. Just follow the instructions and you can download the full Microsoft Office Suite for free.

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## Office 365 Education

Are you a student or a teacher?

We'll provide the Office 365 tools you need in the classroom and online. If you're an IT admin, [enroll your school](#).

[I'm a student](#) →

[I'm a teacher](#) →

### 3. Create your account and you will be on your way.

Office 365 Education

Create your account

First name Last name

Create password

Confirm password

We sent a verification code to wanders8@my.heartland.edu. Enter the code to complete signup.

Verification code [resend signup code](#)

Microsoft will send you promotions and offers about Microsoft products and services for businesses. You can unsubscribe anytime.

When using an organization email address (e.g. an employer or school), the organization may assume control over your account and data. [Learn more.](#)

By choosing Start, you agree to our [terms and conditions](#) and understand that your name and email address will be visible to other people in your institution. [Microsoft Privacy Policy](#)

Start →

You may be asked to reset your password. Follow the instructions and you will be sent a link.

The **HCC Information Technology Department does not provide support for Office 365.** If you need help installing or using Microsoft Office 365, you must contact Microsoft Support, not the HCC Help Desk.

#### Microsoft Customer Support - 1 800-642-7676

- For minimum system requirements, visit the FAQ section at [office.com/getoffice365](https://office.com/getoffice365).
- **IMPORTANT:** *Uninstall any existing Microsoft Office products before proceeding with the new install. This includes uninstalling any trial versions of Microsoft Office products.*
- For information about mobile devices, visit [www.office.com/mobile](https://www.office.com/mobile).
- To maintain your subscription, you must connect to the internet at least every 30 days from each device on which the software is installed.
- Once you're no longer a student at HCC, the program will expire and the Microsoft Office applications will enter a reduced-functionality mode. This means existing documents can be viewed but not edited. New documents cannot be created. In addition, online services associated with your MCC account, such as Office Online and OneDrive, will no longer work.

Your student Office 365 account should be used for educational purposes only. The use of your Office 365 account is a privilege, not a right. Inappropriate use could result in suspension of the privilege.