

How to Purchase a Group License with



Questions about purchasing? Give us a call at **866-838-0556, ext. 2**, or email **sales@utheory.com**.

Option 1 – Purchase Order

1. Request a quote from uTheory – and use this to request a purchase order from your school.
 2. If you don't already have a uTheory teacher account, please register for free, or have the instructor who will use uTheory register, at utheory.com/teach. This must be done before we can create a license.
 3. Submit the purchase order to **sales@utheory.com**.
 4. uTheory will activate your group license. The teacher will be notified via email, and we'll send an invoice to your school.
 5. Begin using uTheory with your students!
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Option 2 – Credit Card Online

1. Log in to your uTheory teacher account* (or create one at utheory.com/teach).
2. Go to *Teach* → *Licenses* and select the green plus button to purchase a license.
3. Begin using uTheory with your students!

*Note – The group license will be connected to the account through which it is purchased. If you are purchasing on behalf of other instructors, you will need to invite them via email to access the license in *Teach* → *Teachers*.

Option 3 – Credit Card via Phone

1. If you don't already have a uTheory teacher account, please register for free, or have the instructor who will use uTheory register, at utheory.com/teach. This must be done before we can create a license.
2. Call us at **866-838-0556, ext. 2** to place an order with a credit card.
3. uTheory will activate your group license, and the teacher will be notified via email.
4. Begin using uTheory with your students!