

Registering for the Enterprise License Program

What's in this Guide?

This guide provides Step-By-Step Instructions for an organization to register itself for the Enterprise License Program on MyCitrix.

The steps below are for an individual who has an existing MyCitrix account. See the guide titled [Creating an Account on MyCitrix.com](#) for instructions on how to create your MyCitrix account. An authorized Citrix Partner can register your organization for the Enterprise License Program for you. For additional assistance with either establishing a MyCitrix account or registering for the Enterprise License Program, please contact an authorized Citrix Partner. Locate a partner at www.Citrix.com/Partners/Locator.

Why Register for the Enterprise License Program?

The Enterprise License Program offers a straightforward online agreement with multiple renewal options, making it simple to manage and leverage across an organization. Once registered, any qualified product purchase earns customers the same discount for all eligible Citrix Delivery Center products and select Citrix services. Discounts apply for 4 years and may be increased and extended with a qualified purchase. Registering for the program does not commit or obligate you or your organization to any purchase.

Available Licensing Program Guides

- 1- Creating a MyCitrix Account
- 2- Registering for the Enterprise License Program
- 3- Publishing your ELA Registration Information to a Citrix Partner
- 4- Adding an Affiliate to your Enterprise Licensing Program Registration
- 5- Registering as an Affiliate for the Enterprise License Program
- 6- Accessing Your Company's ELA Profile
- 7- Adding a New Contact to your ELA Profile
- 8- Registering for the Easy License Program
- 9- Registering for the Education License Program

Available to Authorized Citrix Partners only

- P1- Registering Your Customer for the Enterprise License Program
- P2- Managing Your Customer's Enterprise License Program Registration

1. Log into MyCitrix by entering your Username and Password.

The screenshot shows the Citrix MyCitrix login page. At the top left is the Citrix logo. To its right is a navigation menu with links: Products & Solutions, Support, Partners, News, Education, About, and My Citrix. Further right is a search bar with a magnifying glass icon and the word 'Search'. In the top right corner, there are links for Downloads, Communities, Events, Buy, Demo, Global Sites, Resources, and a 'Log in' button with a user icon. On the left side, there is a 'My Citrix' login form with fields for 'Username:' and 'Password:', a 'Log in' button with a right-pointing arrow, and links for 'Forgot Your Password', 'New Users', and 'More Options'. A red box with the number '1' is positioned above the 'Log in' button, with a red arrow pointing to it. The main content area features a large banner with the text 'Welcome to My Citrix. Everything Citrix, just for you!' and an image of a man in a suit holding a laptop with the Citrix logo. To the right of the banner is a 'NEW?' banner with the text 'Get instant access to My Citrix. REGISTER NOW' and a right-pointing arrow. Below the banner, there is a section titled 'Welcome to My Citrix!' with the subtext 'Log in for access to everything Citrix'. A grey box contains a notice about the new Advisor Rewards & Lead Manager tool, stating it will be live on May 4 and replaces the current Lead Management Tool (LMT), which will be unavailable from Friday, May 1 at 3:00 PM (EDT) to Sunday, May 3 at 9:00 PM (EDT). The notice encourages users to log in here with their existing credentials. At the bottom, there is a paragraph explaining the benefits of My Citrix, such as one-click access to tools and applications, and the ability to register products, manage licenses, and download software.

2. Select the Licensing Program Registration tool:
 - a. Point to **Choose a Toolbox**
 - b. Click **Licensing Program Registration** in the pop-up menu.

The screenshot displays the Citrix My Profile page. At the top left, the user is identified as Jane Doe with ID: 49789930. The page features a navigation menu with links for Downloads, Communities, Events, Buy, Demo, Global Sites, Resources, and Log Out. Below the navigation, there are sections for My Tools, My Citrix, and My Alerts. The 'Choose a Toolbox' link is highlighted with a red box labeled '2a'. A dropdown menu is open, showing various options, with 'Licensing Program Registration' highlighted by a red circle and a red arrow labeled '2b'. The page also includes a search bar, a newsletter sign-up, and a featured resources section.

2a

2b

My Alerts

! Your contact information was changed by Jane Doe on 6/9/2009 5:53:59 PM

Contact Careers Legal Notice Privacy Governance Feedback Site Map

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3. Click **Enterprise Licensing** in the **Current Tool** drop-down menu.

The screenshot shows the Citrix website's 'Licensing Program Registration' page. At the top, there is a navigation bar with links for Downloads, Communities, Events, Buy, Demo, Global Sites, Resources, and Log Out. Below this is a secondary navigation bar with links for Products & Solutions, Support, Partners, News, Education, About, and My Citrix. A search bar is located on the right side of the navigation bar.

On the left side of the page, there is a user profile section for 'Jane Doe' with ID: 49789930 and a 'My Profile' link. Below this is a 'My Tools' section with a 'Choose a Toolbox' button. Further down is a 'My Citrix' section with links for 'Useful Links & Resources' and 'Reference Desk'.

The main content area is titled 'Licensing Program Registration'. Below the title is a 'Current Tool' dropdown menu. The dropdown menu is open, showing options: Overview, Enterprise Licensing (highlighted with a red circle), Easy, and Education. A red box with the number '3' is positioned above the dropdown menu, with a red arrow pointing to the 'Enterprise Licensing' option.

Below the dropdown menu, there is a section titled 'Citrix License Overview' with the sub-heading 'Simple and flexible purchasing'. The text describes Citrix's purchasing programs and their benefits. Below this is a section titled 'Citrix Enterprise License Program – Best Discounts, All Products' which details the program's features and benefits. At the bottom of the page, there is a footer with links for Contact, Careers, Legal Notice, Privacy, Governance, Feedback, and Site Map, along with a copyright notice for Citrix Systems, Inc. (©1999-2009).

4. To learn more about the Enterprise License Program:
 - a. Click the **Program Overview** or
 - b. Click **Enterprise License Program terms** link.
5. To continue the license program registration process, click **Begin registration**.

The screenshot displays the Citrix Licensing Program Registration page. At the top, there is a navigation bar with links for Downloads, Communities, Events, Buy, Demo, Global Sites, Resources, and Log Out. Below this, a secondary navigation bar includes Products & Solutions, Support, Partners, News, Education, About, and My Citrix. A search bar is located on the right. The main content area is titled 'Licensing Program Registration' and features a 'Current Tool' dropdown menu set to 'Enterprise Licensing'. A sidebar on the left contains 'My Tools' and 'My Citrix' sections. The main content area includes a welcome message for Jane Doe, a 'Begin registration' link, and a table of benefits. A red box labeled '5' points to the 'Begin registration' link. A table on the right shows 'ELA Level' 1-6 with various benefits. Red boxes labeled '4a' and '4b' point to 'View the Program Overview' and 'View the Enterprise License Program terms' links respectively.

Enterprise License Program
BEST DISCOUNT. ALL PRODUCTS.

Register for ELA

Welcome **Jane Doe**,
Your company **Test Comany** is a candidate for joining the Citrix Enterprise License Program

Begin registration for the Citrix Enterprise License Program

Enterprise License Program Resources
Program Resources
Champion Tools

Citrix License Program Benefits

- Earn discounts that apply to the entire portfolio of Citrix Delivery Center products and select services
- Find simple online program registration with straightforward terms and conditions for all Citrix purchases
- Buy only what you need at the best price as business requirements evolve

ELA Level	1	2	3	4	5	6
Your Citrix Investment						
Your Discount:						
Citrix Delivery Center Products		✓	✓	✓	✓	✓
Citrix Professional Services				✓	✓	✓
Executive Program Membership				✓	✓	✓
Online Agreement Management	✓	✓	✓	✓	✓	✓

View the **Program Overview**

Find a trusted **Citrix Solution Advisor**.

View the **Enterprise License Program terms**

6. If your organization is a Parent Company, click **Parent Company**.
7. If your organization is an affiliate of a parent company that has a valid Enterprise License Program Registration and you want to register as its affiliate, click **Affiliate Company**. You will need the Customer ID and Registration Number of the parent company to register as an affiliate. See the guide titled [Registering as an Affiliate for the Enterprise License Program](#) for Step-By-Step instruction on how to register as an Affiliate of a parent company.

The screenshot displays the Citrix Licensing Program Registration interface. At the top, there is a navigation bar with links for Downloads, Communities, Events, Buy, Demo, Global Sites, Resources, and Log Out. Below this, a secondary navigation bar includes Products & Solutions, Support, Partners, News, Education, About, and My Citrix, along with a search box. The main content area is titled 'Licensing Program Registration' and features a 'Current Tool' dropdown set to 'Enterprise Licensing' and a 'Program Overview' link. A sidebar on the left shows the user's profile (Jane Doe, ID: 49789930) and 'My Tools' section. The central registration area contains a banner for the 'Enterprise License Program' with the tagline 'BEST DISCOUNT. ALL PRODUCTS.' Below the banner, a section titled 'To proceed with Enterprise Licensing Registration, please make the appropriate selection:' lists two options: 'Parent Company' and 'Affiliate Company'. Two red boxes with arrows point to these options: box 6 points to 'Parent Company' and box 7 points to 'Affiliate Company'.

8. You must choose a Primary Contract Administrator to be responsible for administering your License Program Registration and receiving notifications that impact the organization's License Program.
9. If the person who will be your Primary Contract Administrator is displayed on the list of names:
 - a. Select that person by clicking the circle in front of the name.
 - b. Then click **Continue**.
10. If the person who will be your Primary Contract Administrator is not displayed on the list of names, click **Add New Contact**. See the guide titled [Adding New Contacts](#) for Step-By-Step instructions on how to add a new contact.

The screenshot shows the Citrix Licensing Program Registration page. The page title is "Licensing Program Registration". The current tool is "Enterprise Licensing". The page contains a table with one row of contact information for Jane Doe. The annotations point to the following elements:

- 8**: Points to the text explaining the requirement for a Primary Contract Administrator.
- 9a**: Points to the radio button next to the name "Jane" in the table.
- 9b**: Points to the "Continue" button.
- 10**: Points to the "Add New Contact" button.

The table below shows the contact information for Jane Doe:

First Name	Last Name	Phone	Email Address
Jane	Doe	(954) 2673300	jane.doe@testcom.com

11. You must select a **Secondary Contract Administrator** to serve as a back-up for the **Primary Contract Administrator** in administering your License Program Registration.
12. If the person who will be your **Secondary Contract Administrator** is displayed on the list of names:
 - a. Select that person by clicking the circle in front of the name.
 - b. Then click **Continue**.
13. If the person who will be your **Secondary Contract Administrator** is not displayed on the list of names, click **Add New Contract**. See the guide titled [Adding New Contacts](#) for Step-By-Step instructions on how to add a new contact.

The screenshot shows the Citrix Licensing Program Registration interface. The page title is "Licensing Program Registration" and the current tool is "Enterprise Licensing". The user is logged in as Jane Doe (ID: 49789930). The main content area is titled "Enterprise License Program" and includes a "Register for ELA" section. This section contains instructions and a list of potential Secondary Contract Administrators. The list has the following data:

First Name	Last Name	Phone	Email Address
<input checked="" type="radio"/> Jim	Smith	(954) 2673300	jsmith@testco.com
<input type="radio"/> Jane	Doe	(954) 2673300	jane.doe@testcom.com

Below the list are two buttons: "Add New Contact" and "Continue".

Red callout boxes and arrows indicate the following steps:

- 11**: Points to the instruction text: "Your organization must have a **Secondary Contract Administrator** to serve as a back-up for the Primary Contract Administrator in administering your License Program Registration."
- 12a**: Points to the radio button next to "Jim" in the list.
- 12b**: Points to the "Continue" button.
- 13**: Points to the "Add New Contact" button.

14. To enable your organization to optimize use of the Citrix Enterprise License Program, you can add additional contacts. This enables them to take advantage of your organization's program benefits and potentially increase your program benefits by coordinating your investments in Citrix application delivery infrastructure products. To add a new contact, click **Add Contacts**. See the guide titled [Adding New Contacts](#) for Step-By-Step instructions on how to add a new contact.
15. You can add another organization as an affiliate to enable them to take advantage of your organization's program benefits. To add another organization as your affiliate, click **Add Affiliate**. See the guide titled [Adding an Affiliate to your Program Registration](#) for Step-By-Step instructions on how to add an affiliate.
16. To complete your Enterprise License Program registration, click **Complete Registration**.

The screenshot shows the 'Licensing Program Registration' page. At the top left, it displays the user's name 'Jane Doe' and ID '49789930'. Below this is a 'My Profile' link and a 'My Tools' section with a 'Choose a Toolbox' button. The main header area includes 'Current Tool: Enterprise Licensing' and a 'Program Overview' link. A 'Stop Searching' banner is in the top right. The main content area features the Citrix logo and the title 'Enterprise License Program' with the tagline 'BEST DISCOUNT. ALL PRODUCTS.'. Below this is a 'Register for ELA' section with a paragraph of text and a bulleted list of instructions. At the bottom of the main content area are three buttons: 'Add Contacts', 'Add Affiliate', and 'Complete Registration'. Three red callout boxes with numbers 14, 15, and 16 are positioned around the page. Callout 14 points to the 'Add Contacts' button. Callout 15 points to the 'Add Affiliate' button. Callout 16 points to the 'Complete Registration' button.

Jane Doe >> ID: 49789930
My Profile

My Tools
Access your applications and utilities from anywhere in My Citrix.
Choose a Toolbox ▶

My Citrix
▶ Useful Links & Resources
Reference Desk

Licensing Program Registration

Current Tool: Enterprise Licensing | Program Overview

Stop Searching. Let Citrix come to you
RSS NEWS FEED

CITRIX Enterprise License Program

BEST DISCOUNT. ALL PRODUCTS.

Register for ELA

Remember that your Enterprise License Program discount and benefits extend to your entire organization. Citrix makes it simple for you to allow affiliates and other contacts within your organization to take advantage of the Enterprise License Program:

- **Add your affiliate** : Extend all of the Enterprise License Program benefits directly to your affiliate under your Registration. You must agree to be legally responsible for this affiliate under your Enterprise License Program Registration.
- **Affiliate Registration** : Ask your affiliate to register themselves under the Affiliate Registration, which incorporates terms and conditions from your Enterprise License Program registration. Your affiliate will be legally responsible for itself, but you will both benefit from an aggregated discount level.
- **Add contacts** : Raise other departments awareness of the organization's Enterprise License Program benefits, allowing your organization to maximize their spend with Citrix. Contacts simply need to register for a My Citrix account to access your personalized Enterprise License Program landing page, which includes a summary of your organization's discounts, applicable benefits and future product promotions.

To complete the Affiliate Registration, your affiliate needs the Customer ID and Registration Number issued upon completion of this Enterprise License Program Registration process.

Affiliates in other geographies may prefer to go through the Enterprise License Program Affiliate Registration. This allows them to order product in their own regions. Affiliates added directly to your Registration are restricted to ordering product in the region where the Registration originated.

Add Contacts ▶ Add Affiliate ▶ Complete Registration ▶

17. You have completed registration and should make note of your information.
18. You can publish your License Program Registration information to your trusted Citrix Advisor(s). This will arm your Citrix Advisor(s) with your contract and discount information to simplify Citrix product procurement. To publish your registration to your trusted Citrix Advisor(s), click **Publish** Registration. See the guide titled **Publishing Registration Information** for Step-By-Step instructions on how to publish your registration information to your selected Citrix Partners.
19. Click **Manage Registration** to manage your organization's information, update contacts and access program benefits.

The screenshot shows the Citrix Licensing Program Registration page. At the top, there is a navigation bar with links for Downloads, Communities, Events, Buy, Demo, Global Sites, Resources, and Log Out. Below this, there are links for Products & Solutions, Support, Partners, News, Education, About, and My Citrix. A search bar is located on the right. The main content area is titled 'Licensing Program Registration' and includes a 'Current Tool' dropdown menu set to 'Enterprise Licensing'. A 'My Tools' sidebar is on the left. The main content area features a 'Register for ELA' button and a 'Thank You' message. Below the message is a table of registration details. Three red boxes with arrows point to specific elements: box 17 points to the registration details table; box 18 points to the 'Publish Registration' button; and box 19 points to the 'Manage Registration' button.

CustomerID:	49789930
Contract Number:	136447
Contract Type:	ELA
Company:	Test Comany
Company URL:	
Company Address:	851 W Cypress Creek Rd Fort Lauderdale, FL 33309-2009 USA
Company Phone:	(954) 2673300
Primary Administrator:	Jane Doe
Secondary Administrator:	Jim Smith

You are now registered in the Enterprise License Program. Established your program level and corresponding benefits will by submitting a qualified order to an authorized Citrix Partner.