Registering as an Affiliate for the ELA Program

What’s in this guide?
This guide provides step-by-step instructions for an organization to register itself as an affiliate for the Enterprise License Agreement (“ELA”) Program on citrix.com. You must have your parent company’s Company ID and Registration Number to register your company as its affiliate.

The steps below are for individuals who have existing Citrix accounts. See the guide titled Creating a Citrix Account for instructions on how to create your Citrix account. An authorized Citrix partner can register your organization as an affiliate for the ELA Program for you. For additional assistance with either establishing a Citrix account or registering as an affiliate for the ELA Program, please contact an authorized Citrix partner. Locate a partner at www.Citrix.com/Partners/Locator.

Why register as an affiliate for the ELA Program?
Registering as an affiliate for the ELA Program under your parent company’s ELA agreement entitles you to take advantage of the discounts and benefits provided to your company’s parent. It also allows your purchases to potentially increase the ELA program benefits and discount level assigned to your parent’s ELA agreement.
2. Click Sign In.
3. To sign into Citrix.com:
   a. Enter your User name and Password.
   b. Click **Sign In**.
4. Click **Licensing Program Registration**.
5. Click the **Enterprise Licensing** tab.

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**Citrix Licensing Program Overview**

**Simple and flexible purchasing**

To meet our customer’s needs, Citrix provides multiple purchasing programs that match particular business requirements and behaviors. Each of these programs offers simplicity, flexibility and the greatest amount of value for you. Our programs make it easy to procure Citrix products and simple to adapt as business needs evolves. We also reward customers for their continued investment in Citrix's Delivery Center solutions.

**Citrix Enterprise License Program – Best Discounts, All Products**
The Citrix Enterprise License Program provides you the most customer value, adapting to changing needs with a flexible, simple program that provides all-inclusive discounts for products and select services, and exclusive member offers. It offers you straightforward online registration with multiple renewal options covering any product and select services, making it simple to manage and leverage across your organization. Unlike rigid Enterprise Agreements that force you to make large upfront commitments and buy unneeded products, this program gives you the freedom to buy only what you need at the best price as your business evolves. Register now or access your company’s Enterprise License Program benefits. There is no cost or obligation to registration. Register now to be able to place a PO under the Program with an authorized Citrix reseller.

**Easy – One simple program with no up-front commitment**
The Citrix EASY license option requires no up-front commitment and is available broadly through Citrix’s worldwide partner channel. The EASY license option is generally used by organizations with as few as 5 users that need Citrix products and provides an easy to use method of acquiring Citrix products using individual transactions on an as-needed basis. Register Now. Again, there is no cost or obligation to registration. Register now to be able to place a PO under the Easy license option with an authorized Citrix reseller.

**Citrix Education License Program** specifically designed for educational institutions

The Education License Program makes it simple and affordable for educational institutions to leverage Citrix products broadly throughout their organizations. The program is available to educational institutions; note that publicly funded educational institutions in EMEA and LAC may use the Government and Government Education License Agreement Program (GELA) instead. Register Now. Again, there is no cost or obligation to registration. Register now to be able to
6. To learn more about the Enterprise License Program:
   a. Click the **Program Overview** for a program summary.
   b. Click **Enterprise License Program terms** to view the program terms.
7. Click **Begin registration** to start the license program registration process.
8. If your organization is an affiliate of a parent company with a valid ELA agreement and wants to register as an affiliate of that company, click **Affiliate Company**. You will need the Customer ID and Registration Number of the parent company to register as an affiliate. Go to Step 9.

   a. If your company is not an affiliate of a parent company with a valid ELA agreement, click **Parent Company**. See the guide titled *Registering for the Enterprise License Agreement Program* for step-by-step instructions on how to register as a parent company.

   (The steps below will follow the process of registering as an affiliate of a parent company with a valid Enterprise License registration.)
9. Enter the Registration Number and Customer ID of your parent company in the boxes indicated then click **Continue**.
10. If the company listed is correct, click Yes.
   a. If the company is not the correct parent company, click No to end this registration process. When you have obtained the correct Registration Number and Customer ID from your parent company, you can register as an affiliate by starting this registration process again at the first step.
11. Choose your company’s Affiliate Contact from the list displayed.
12. To select your Affiliate Contact:
   a. Click the circle in front of the person’s name.
   b. Then click **Continue**.
13. If the person to be the Affiliate Contact is not listed, add the person as a new contact by clicking **Add New Contact**. See the guide titled **Adding a New Contact to your Company’s Citrix Account** for detailed instructions on how to add a new contact.
14. You are now registered as an affiliate under your parent organization’s Enterprise License Agreement and should make note of your information. Your parent company’s License Administrator will be notified that you have been added as an affiliate of the parent company’s Enterprise License Agreement.

See the guide titled **Accessing Your company’s Enterprise License Agreement Profile** for step-by-step instructions on how to access your personal ELA Profile information and share it with others in your organization to help your company maximize its benefits.

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