



1. A **Program Facilitator** creates a quote for a one or more Volume Vouchers for a set dollar amount.
2. This request is routed to the district **Authorized Purchaser** who approves the quote and places the order.
3. The voucher is sent to the **Program facilitator** via mail
4. The **Authorized Purchaser** receives the Voucher and send the voucher to the Program Facilitator via internal mail
5. Using a New Apple ID created for this purpose, the **Program Facilitator** searches for and purchase apps in variable quantities, up to the dollar limit of the voucher amount. The institution's tax status will be recognized and billed accordingly.
6. The **Program Facilitator** will receive an email with a link to a dashboard, now populated with app-specific codes. These codes can be distributed to users for redemption at the App Store.
7. The **Program Facilitator** distributes the app specific codes to the individual that requested them
8. The requestor redeems the codes in one of three ways (assume 30 iPods)
 - a. 1 Code is redeemed to a single iTunes account, iTunes is activated with that account on 5 computers, sync 6 iPods per computer. 29 remaining codes are kept on file in the event of an audit.
 - b. 30 codes are distributed and redeemed against 30 FCPS managed iTunes accounts.
 - c. 30 codes are distributed and redeemed against 30 Student managed iTunes accounts. App becomes property of the student.