

Canvas Renewal & Onboarding Process

Agencies with **current** MOUs (Memorandum of Understanding) for FY 22-23:

1. Download & complete the new [23-24 MOU](#) (Memorandum of Understanding).
2. Include a purchase order for the number of licenses requested (\$6.27/license, includes management fee).
3. Pay invoice within 30 days of receipt.
4. Any new licenses will be available as of July 1, 2023.

Agencies who want to onboard with the California Distance Learning Consortium (CDLC) and use Canvas at their site for FY 23-24:

1. Download & complete the new [23-24 MOU](#).
1. Include a purchase order for the amount of licenses requested (\$6.27/license, includes management fee).
2. Pay invoice within 30 days of receipt.
3. An OTAN team member will reach out to agency to discuss onboarding and timeline for implementation.

Prompt renewal of MOU's helps OTAN to get a sense of the Canvas support needed for the field in the next program year. We appreciate your partnership and dedication to the adult learners we all serve.

For further questions and/or support please contact aecanvas@scoe.net.

