RENEWING THE LICENSE

1. Quit all Adobe programs (Acrobat, Illustrator, etc.)
2. Proceed to the website https://ucla.onthehub.com.
3. In the upper-right corner, click "Sign In."
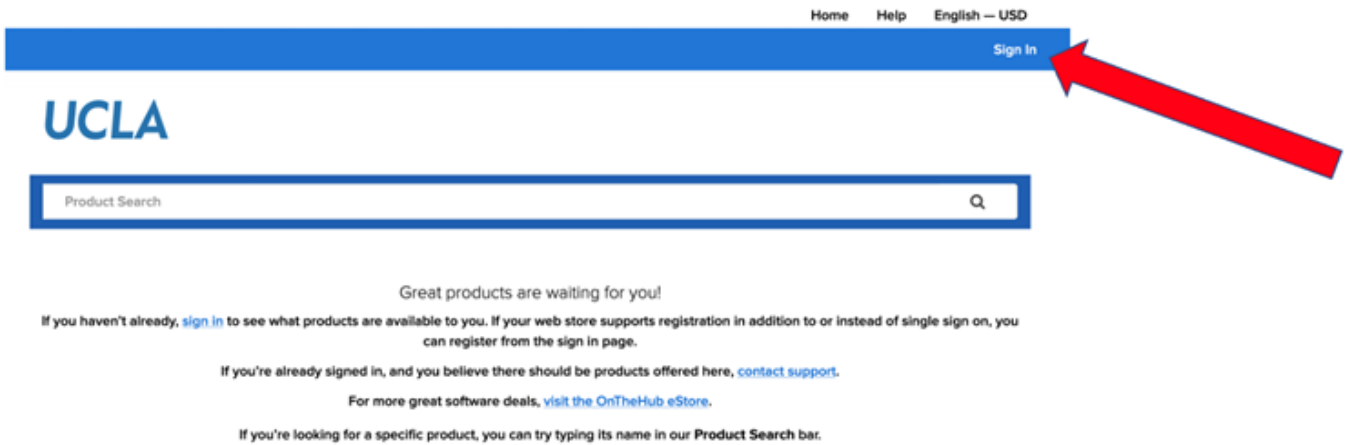
4. If the following familiar screen appears, sign in with your UCLA Logon username and password.
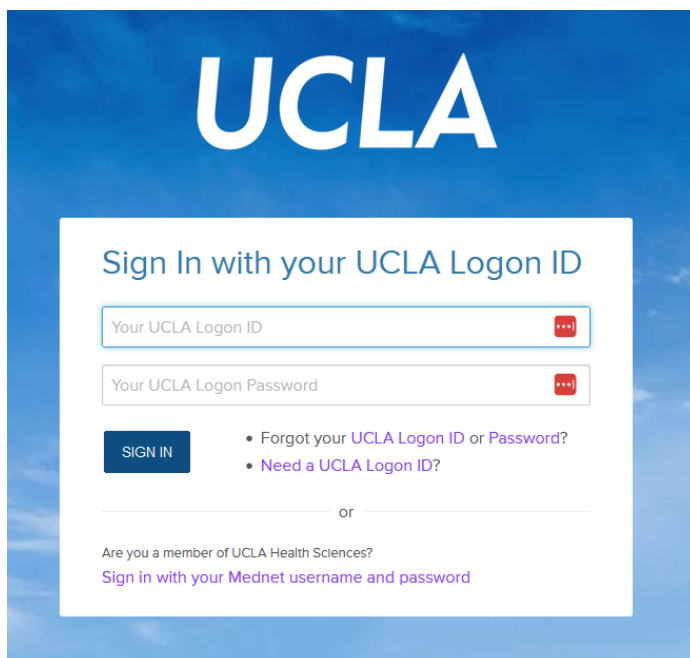
5. Page similar to the following should appear. Verify you're in the "Faculty/Staff" and "Institutional Software" sections as denoted by red circles then click "Adobe Creative Cloud Subscription."
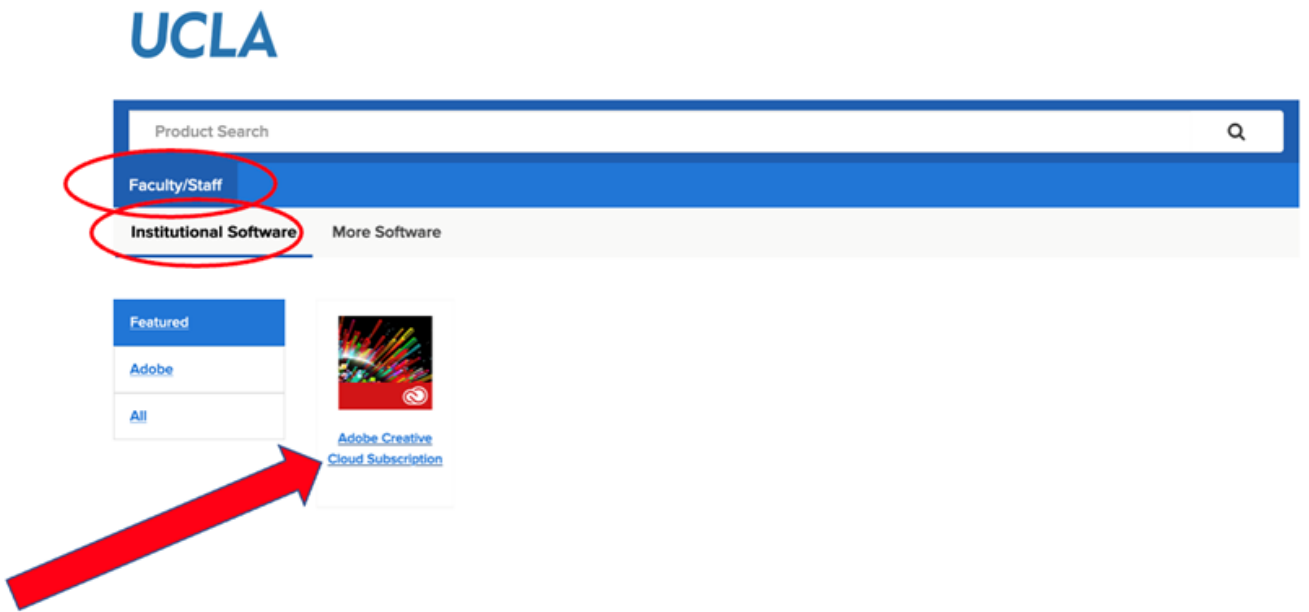
6. The available Adobe Creative Cloud offerings will be displayed. Locate the "Adobe Creative Cloud - Fac/Staff (120 days)" listing then click the corresponding "Add to Cart" button.
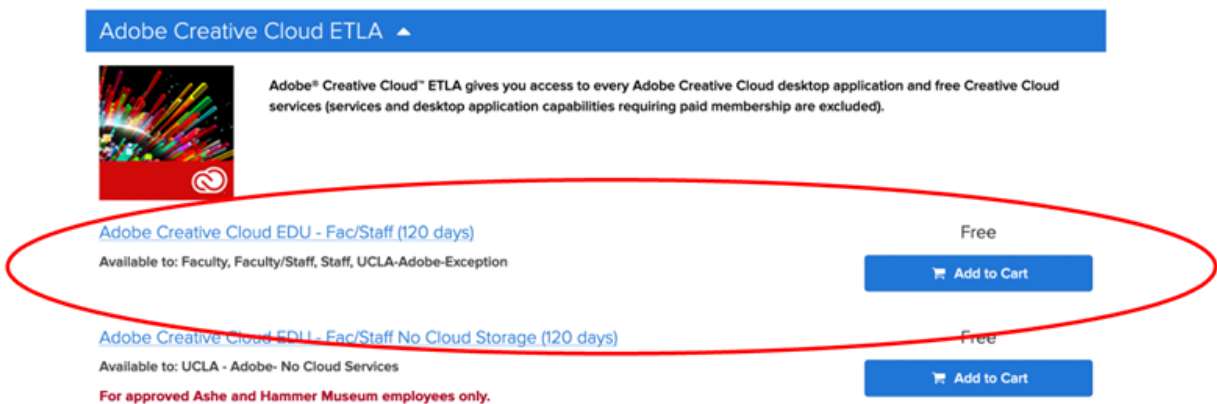
7. Click the "Check Out" button and follow additional prompts.   License order will then automatically process.

Added to Your Shopping Cart ✕

		Quantity	Price
	Adobe Creative Cloud - Subscription	1	Free

Back to Shopping   ✔ Check Out

8. Order confirmation notification will appear.   The updated expiration date will appear.   There is no need to re-download/re-install software so you may disregard the blue "Install" button.

Hello, RAYMOND ⌄ 🛒 (0)

UCLA

Product Search	🔍

Faculty/Staff

Details (Order Number: 100740159436)

Adobe Creative Cloud

Adobe Creative Cloud EDU - Fac/Staff (120 days) - Subscription

Your subscription is now active.

When prompted to sign in by Adobe, use this email address: ryamauchi@ucla.edu

Install

Your subscription is good until: 2023-09-19

9. You may then re-open any Adobe program and utilize as usual.