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How many copies can I make?

You can make as many copies as are needed to see that each student and any staff supporting the class has access to a copy.

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How long can I keep copies for?

You can keep copies for as long as you need them, after which they should be destroyed or deleted. Keep track of old copies you use so that any new copies from the same material don’t take you over the 5%.

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**Getting in touch**

We hope these User Guidelines have helped to explain your CLA Education Licence. However, if you still have questions, simply get in touch and we’ll be happy to help.

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