1 District and Order Details

Complete digitally, save a copy, and submit with your school roster to terrence.knox@maatculturalcurriculum.com. Use the same Agreement ID on the license agreement. An order request is subject to Ma’at’s written acceptance.

Agreement or Order ID

Request date

New license or annual renewal

Prior license ID if renewing

District legal name

District state and country

Number of participating schools

Billing address

Curriculum contact name and title

Curriculum contact email

Business administrator name

Business administrator email

License administrator name

License administrator email

Annual renewal contact name

Annual renewal contact email

Contact information only. Do not include student names, bank details, card numbers, or Social Security numbers.

2 License Term and Annual Quote

Proposed start date

Proposed end date

12 month full RST collection license: $1,000 per participating school before discounts. No per student or educator charge. The discount applies to every participating school.

Participating schools	Discount / annual fee per school
1 school	0% / $1,000
2 to 5 schools	10% / $900
6 to 15 schools	20% / $800
16 to 30 schools	25% / $750
31 or more schools	30% / $700

Participating school count / discount

Ma’at quote ID and date

Annual license fee in USD

Approved discount or adjustment

Separately quoted services in USD

Applicable tax or exemption

Approved total in USD

Invoice terms

Net 30 unless agreed otherwise

Purchase order number

Accounts payable email

Ma’at confirms the annual quote before acceptance. Total = school count × $1,000 × discount factor. Rates approved November 5, 2026. Renewal requires a new accepted quote.

3 Scope, Attachments, and Submission

Included Annual License Scope

Grades 6 through 12 RST collection for supplemental instruction; separate print and fillable student PDFs; teacher guides and answer keys; included Google Forms quiz builders and setup instructions where available; and new RST releases during the paid annual term. Professional development and custom curriculum alignment require a separate written quote.

Attached school roster filename or reference

Attach a roster listing each licensed school’s name, school identifier, location, and grade span. The roster must agree with the school count and tier. For renewals, identify additions, removals, and changes in school names. Do not attach student records.

Requested services, renewal changes, or procurement notes • 1,000 characters

- [ ] School roster is attached and matches the proposed participating school count.
- [ ] Required purchase order, board authorization, or other procurement approval is attached or identified.
- [ ] The completed annual license agreement with the same Agreement ID is attached.

Prepared by name and title

Preparation date

Submit the saved PDF and attachments to terrence.knox@maatculturalcurriculum.com. Ma’at confirms acceptance, the annual amount, delivery arrangements, and activation date in writing. Annual renewal requires a new approved order and written agreement for the next term.

4 District Access and Activation

Each accepted district order must receive its own unique district access code. The code is assigned to one district and its approved school roster for the stated annual term. It must not be shared with any other district or outside organization.

District access administrator name

Verified district administrator email

Approved district email domains

Staff access exceptions and approval contact • 1,000 characters

Use district controlled domains. Staff must verify their district email or district identity provider account; a typed domain alone is not verification. Exceptions require verified administrator approval.

Required Activation Controls

Ma’at assigns the unique code when accepting the order and sends it separately to the verified district administrator. Code redemption must also require a verified, authorized staff account. The code alone must not unlock the collection. Teacher guides and answer keys are restricted to authorized staff; student PDFs may be assigned through a district controlled learning system.

Access must expire with the license term. Each annual renewal requires roster and administrator review, continued account authorization, and a replacement code. A suspected exposed code must be revoked and replaced. Ma’at must confirm these controls are operational before district access is activated.

☐ The district will protect its code, maintain authorized users, and promptly report suspected sharing or misuse.

The code is sent separately; do not place the secret code in this form, the signed agreement, an invoice, or a public document. Authentication reduces outside access but cannot prevent an authorized user from forwarding a downloaded PDF.

5 ClassLink and Clever App Setup

The Ma’at district app is intended for launch from ClassLink or Clever after provider onboarding, district authorization, and successful integration testing. Submit this setup page with the accepted order. Neither a portal shortcut nor the district code alone grants access.

Requested provider: ClassLink, Clever, or both

ClassLink Tenant ID

Clever District ID

District IT administrator name

District IT administrator email

Requested schools, staff roles, and rostering scope • 1,000 characters

☐ The district IT administrator will authorize the Ma’at application and required data sharing through the chosen provider.

☐ Any required data privacy or security agreement will be completed before roster or student information is transferred.

Ma’at must register its application with each provider and receive the necessary credentials and approval. Clever currently requires a Clever Complete agreement for a new SSO and rostering integration. Provider costs or added services require a written quote and district acceptance; no additional amount is authorized by this page.

Before launch, test district and school restrictions, staff and student permissions, expiry, renewal, and removal of access. The approved provider district ID must match the paid Ma’at license. Do not enter passwords, client secrets, access tokens, or the secret district code on this form.