Microsoft Office 365 Copilot Licensing

Brian - 2026-04-23 - Office/Windows Support

In September 2025, Microsoft temporarily expanded Copilot Chat to free (unlicensed) users and allowed it to appear within productivity apps such as Word, Excel, and PowerPoint.

As of April 15, 2026, Microsoft has reversed this change. Copilot within Word, Excel, PowerPoint, and OneNote is once again limited to users with a paid Microsoft 365 Copilot license.

Those who want Copilot in their Microsoft Productivity Apps need to purchase a M365 Copilot (Premium) license (currently $18/month for education).

Please contact COM IT via email at comhelpdesk@health.fau.edu to submit a request for a Premium Copilot license if desired including your TAG for the license fee. Licenses are issued on a per user basis, if multiple users need Copilot access, multiple licenses will need to be purchased.