



Dear staff and faculty,

As recently [reported in the Hub](#), Johns Hopkins will soon be adopting CollegeNet's 25Live academic and event scheduling software as the universitywide platform for managing class schedules and the multitude of events that happen across our campuses and other locations. This change will make JHU's academic and event management process more connected and collaborative than ever, in accordance with our [Ten for One](#) strategic vision.

To facilitate this changeover to 25Live, we will be instituting a brief scheduling pause at the Homewood campus, both for centralized spaces scheduled through Scheduling and Event Services and for general pool classrooms scheduled through the Registrar's Office.

**This pause will begin Friday, May 10 at 5 p.m. and continue until Monday, June 3 at 8:30 a.m. To ensure all requests for event spaces between May 11 and June 14 are received and processed in time, please submit any requests for events by April 19 and any requests for general pool classroom space by May 3 at 4 p.m.**

More information about this transition, including upcoming trainings and resources, will be available soon.

Thank you in advance for your patience as we make this important upgrade to our university's scheduling system. If you have any questions or should any last-minute space requests come up during the scheduling pause, please call Scheduling and Event Services at 410-516-8209 between the hours of 8:30 a.m. and 5 p.m., Monday-Friday.

Sincerely,

Brittini Brown  
*Associate Vice Provost for Student Engagement and Dean of Students*

Kerby Nelson  
*Director of Scheduling and Event Services*