

CSUBUY 4-Months Out Communication

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Dear Campus Partners,

Our campus is getting ready to launch the **CSUBUY Procure-to-Pay (P2P)** system, which will transform how we order goods and services and pay our vendors. Go-Live is just **four months away**, and once in place, CSUBUY P2P will provide a comprehensive, systemwide solution designed to streamline and standardize the full procure-to-pay process.

If you've attended one of our recent CSUBUY demo sessions, THANK YOU! We encourage all campus users to join upcoming sessions to get a closer look at what's coming. Session details and schedules can be found on our [CSUBUY P2P campus website](#). If your department hasn't had the opportunity to engage yet, our campus project team is happy to meet with you. We can provide a tailored overview and share helpful materials to support your team's preparation. To schedule a visit, please contact Sara Bonakdar, Associate Vice President, Strategic Business Services/Chief Procurement Officer at sara.bonakdar@sjsu.edu.

Here's what to expect in the coming months:

- **System Testing (Sept 8 – Oct 18, 2025):**
The campus P2P Project Team will conduct User Acceptance Testing to ensure everything is working as expected.
- **End-User Training (Dec 2025 – Jan 2026):**
Training will be available in various formats—live sessions, virtual training, videos, quick guides, and FAQs—tailored to your specific roles.
- **Go-Live (Jan 2026):**
CSUBUY P2P goes live! You'll begin using the system for everyday procurement and payment processes.

Please watch for additional updates and training invitations. Your engagement is key to a smooth transition—we appreciate your participation and support! For more information, visit our campus [CSUBUY P2P website](#).

Best regards,

Kathy Kaoudis
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