**User Community Notifications**

1. **Notify existing MATLAB users that they need to prepare for changes**

Use this template to inform current MATLAB users that a new license model will be implemented soon and about the steps that they need to take to prepare. Cut and paste the text into your email client and customize it for your license.

**Subject Line:** Important Information for Existing MATLAB and Simulink Users

*[University Name]* will transition to a Campus-Wide License for MATLAB, Simulink, and companion toolboxes on *[date]*. The license covers on-campus and home software use for all instructors, staff, and researchers, as well as classroom and lab installations. [Student use is available on all on-campus computing facilities.]

If you have a MATLAB license that is up-to-date on maintenance, and you would like to learn about storage options, please contact me immediately.

Specific instructions for activating the new license will be sent to you by *[date]*. In the meantime, do not deactivate your current license.

The following products are available through the Campus-Wide License. If you have tools outside of this configuration, they will become child licenses to the Campus-Wide License and renewed per the regular maintenance schedule.

* MATLAB
* Simulink
* Bioinformatics Toolbox
* Control System Toolbox
* Curve Fitting Toolbox
* Data Acquisition Toolbox
* DSP System Toolbox
* Image Processing Toolbox
* Instrument Control Toolbox
* Optimization Toolbox
* Parallel Computing Toolbox
* Signal Processing Toolbox
* SimMechanics
* Simscape
* Simulink Control Design
* Stateflow
* Statistics Toolbox
* Symbolic Math Toolbox

*[optional text if applicable]* Commercial use of MathWorks products is not covered by our Campus-Wide License, so if you are using a commercial license, please continue to do so and maintain these licenses separately.

You may contact *[insert campus contact details]* with questions or issues.