Auditor/ Advance Scheduler/ View Only Request

Instructions

- **The eSTAR Coordinator must complete and submit the form to DHR_eStar@delaware.gov . Once the transaction is completed, a notice will be sent.**
- **User ID is only needed if modifying or removing access.**
- **If this Auditor/Advance Scheduler will be replacing another user don't forget to remove the old user.**

Requested by:

eSTAR Coordinator Approval

eSTAR Coordinator: **Date:**

Division/Facility Name: **Work Phone:**

Name (*Please include middle initial. Needed for User ID*)	Employee ID	Add / Update / Remove	Auditor /View Only/ Advanced Scheduler	Org. Code(s) / Unit (AS)	User ID
Example: John D. Doe	*000000*	*Add*	*Auditor*	*3501200116*	*H012JDD*

Reason for request:

Comments/Additional Information:

Updated: 08/16/2024