

aware DDOE REGISTRATION FOR LOCAL CLASSLINK INSTANCES

DDOE Registration - This application is a one-time registration with the Delaware Department of Education to assign a unique identifier to an account.



You can assign this application by hand. Or you can make it available to all your staff to add to their account from the DDOE Application Library.

If we do not have their information in EdAccess Management, we populate five fields that cannot be edited, and ask them for their school, date of birth, last four digits of their SSN, phone number, and if the know their PHRST id or any former last name alias.



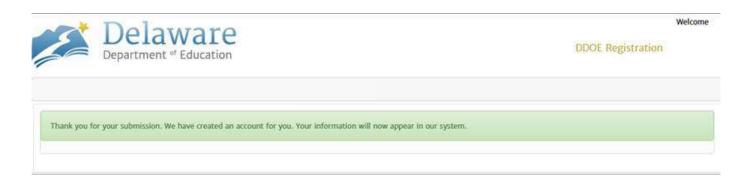


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We implemented validation checks to prevent duplicates. If one of your staff members run into this error, please enter in a ticket with the user's name, email and what values they are entering. I'll check the database for duplicates.

We appear to have found existing information for your email, DOB, and SSN. Please contact your local technology department for assistance.

If everything checks out, your new staff member will receive the below confirmation screen. The person's information will AUTOMATICALLY be entered into EdAccess Management, at this time there is no notification.



If someone already exists in EdAccess Management and they select on DDOE Registration, they will receive this message every time they click on the DDOE Registration application:

