



Pen-Apps Enhancements Coming Soon!

The Electronic Pension Application, known as Pen-Apps, is undergoing several enhancements to improve usage for End Users.

Some of the updates include:

- Search Page Functionality – new workflow statuses and ability to search by Service Type
- Input Date* column on Search Page changed to *Submitted By Date*
- New Messages to remind End Users to Get Service Data along with other prompts to view information
- New View Salary History button on Service Details page
- Revised Application Checklist Page
- New Comments Tab

And more!

Detailed training documentation will be sent to all End Users with specific descriptions of the new enhancements. In addition, updated UPK tutorials will be accessible on our Extranet.

If you have any questions, please call our Pension Administration section at (302) 739-4208. We look forward to providing you with a new and improved Pen-App process. Thank You!