Deferred Pay Status Check

Please use the following illustration to determine your current deferred pay status.

Log in to Workday using your single sign on information.

1. From your Home Screen, click on your name in the upper right hand corner.

2. Click on “View Profile” to see Job Details

3. Scroll to view the Annual Work Period and Disbursement Plan Period.

4. If they match (9/9 or 10/10), you are NOT enrolled. You are a 9 or 10 month employee and your salary is paid out over 9 or 10 months accordingly.

5. If they do not match (9/12 or 10/12), you ARE enrolled and your 9 or 10 month salary will be paid over 12 months.