

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.

Annual Work Period	<u>9 Months Non-Deferred</u> (August 10 - May 8)
Work Period Percent of Year	75%
Blended FTE	75.00%
Disbursement Plan Period	<u>9 Months Non-Deferred</u> (August 10 - May 8)

NOT ENROLLED

Annual Work Period	<u>9 Months Deferred</u> (August 9 - May 8)
Work Period Percent of Year	75%
Blended FTE	75.00%
Disbursement Plan Period	<u>12 Months - Deferred</u> (July 27 - July 24)

ENROLLED