

Family Webinar Series

July 15, 2026

Workday @ WashU





Ria Sharon

Senior Director of
Marketing Strategy &
Communications
Division of Student
Success



Danielle Bristow

Workday Student
Support Team
Engagement
Lead



Keri Disch

Registrar
Office of the
University
Registrar



Joseph Rehder

Workday Student
Support Team
Senior Change
Manager



WashU

Agenda

- Introductions
- Workday Student overview
- FERPA: Family Educational Rights and Privacy Act
- How your student will use Workday
- How students can get help
- Workday access for parents and families
- Resources for parents and families
- Q&A



WashU

Workday Student overview



Workday Student overview

Workday Student is WashU's system for academic administration, including advising, course management, student records and registration, and student financials. It is part of our Workday suite with Workday's Human Capital Management (HR) and Workday Financial Management.

The student system has been in place since September of 2024.



FERPA: Family Educational Rights and Privacy Act



FERPA Quick Guide

- Federal law protecting the privacy of student education records
- Upon college enrollment, control handed to students
- Information may be shared with third parties, including families, only with written consent of student
- Strongly recommend advance discussion with your student

Office of the University Registrar website for policy, forms, tips:

<https://registrar.washu.edu/student-records-resources/ferpa-overview/>



WashU

How your student will use Workday



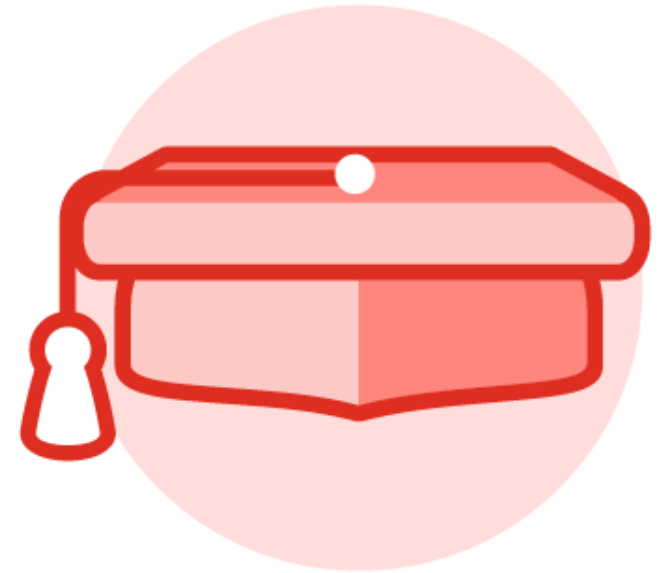
Keeping personal information up to date

- Update addresses
 - Local address will be populated by information in the housing system, StarRez
 - A permanent address is also required
- Update preferred names
- Add name pronunciation
- Set up friends and family as contacts
- Set up permissions for third-party access
- Add emergency contact information



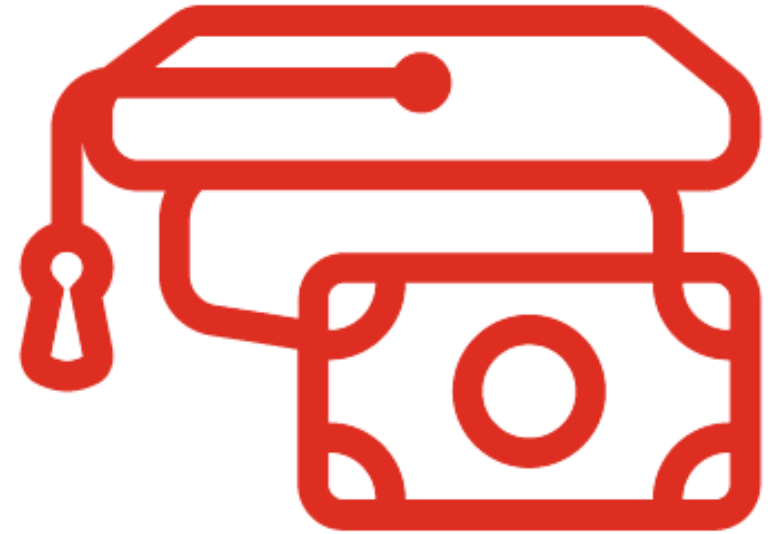
Using Workday for academic purposes

- View their student support network, such as academic/faculty advisors or Student Financial Services advisors
- View course section listings for specific semester
- Build tentative schedule to discuss with their advisor (saved schedule)
- Register for classes
- View unofficial transcript
- Request enrollment verification
- Track academic progress to graduation
- Apply for graduation (file an application for program completion)



Using Workday for financial purposes

- View student account information
- Make payments
- Sign up for a payment plan
- Update payment elections
- View their 1098-T
- **IMPORTANT:** Financial Aid can be seen on the student account but is managed in a different system (NetPartner)



WashU

How students can get help



Resources for students

Resource	Where to find
Workday@WashU support website	https://workday.wustl.edu/student/
Zoom office hours	https://workday.wustl.edu/ Search “office hours”
ServiceNow help ticket	wustl.service-now.com Request support for Workday Student
IT Help Desk (8-5, Monday-Friday)	314-935-WDAY
Your student’s academic advisor	Advisor will provide their contact info
Office of the University Registrar website	https://registrar.washu.edu/
The Bulletin	https://registrar.washu.edu/bulletin/

Workday access for parents and families



Tasks available for parents and families

When granted the correct permissions by their student, friends and family/third-party users can:

- Make a payment
 - No automatic payments available
- Receive proactive past-due balance notifications
- View account activity
- View student statement
- View classes



WashU

Setting up Workday access for parents, families

- Students need to add authorized users and grant permissions to those users:
 - Instructions for students can be found at: <https://workday.wustl.edu/items/set-up-friends-and-family-in-workday-student-and-manage-third-party-permissions/>
- Authorized friends and family must have an active email address
 - You will receive an email notification prompting you to set up your own Workday account

More information can be found on the
Financial Services website



WashU

Additional security in the fall

- Multi-factor authentication coming this fall
- Additional step to authorize login
- We will email you reminder closer to when this happens



WashU

Resources for parents and families



Resources for parents and families

Resource	Where to find
Financial Services	 https://financialservices.wustl.edu/student-accounts/workday-access-for-families/
IT Help Desk (8-5, Monday-Friday)	314-935-WDAY
Office of the University Registrar website	https://registrar.washu.edu/
The Bulletin	https://registrar.washu.edu/bulletin/

Q&A

