Payroll

Find complete payroll information here.

Paydays

Paydays are on the 10th and the 25th of each month. When a payday falls on a Saturday, payday is on Friday. When it falls on a Sunday, payday is on Monday. The December 25 payday is the last business day before the holiday. We strongly encourage you to sign up for direct deposit.

If you do elect to receive a paper paycheck, they are available for pick up after 11am on payday in BAG 109E.

Workday

Workday is a web based resource where employees can view their personal payroll, benefits and leave information. In Workday, employees also have the ability to update or change personal information such direct deposit, W-4 and home address.

Find it here or link to it through the Integrated Service Center (ISC).

Employment Verification

Employment verifications are processed through the University Payroll Office. For complete instructions contact them at 206-685-8656.

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Source URL: https://chem.washington.edu/payroll