Service Awards FAQs

* **Where is my 2021 certificate and pin?**
Certificate packages were mailed in January and February of this year. If you have not received your package, please email askhr@virginia.edu and we can track it. If it is lost, we can reprint the certificate and mail another package.

* **My years of service in Workday are incorrect. How can I correct that?**
Email askhr@virginia.edu to request a review of your service dates.

* **I was not invited to a celebration in 2021.**
Due to the pandemic, in-person celebrations were not held in 2020 and 2021.

* **Can lost certificates be reprinted?**
Yes, please email askhr@virginia.edu and ask for a reprint of a service award certificate.

* **I lost my Service Award Pin. May I have a replacement?**
Yes, please email askhr@virginia.edu and ask for a pin replacement.

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