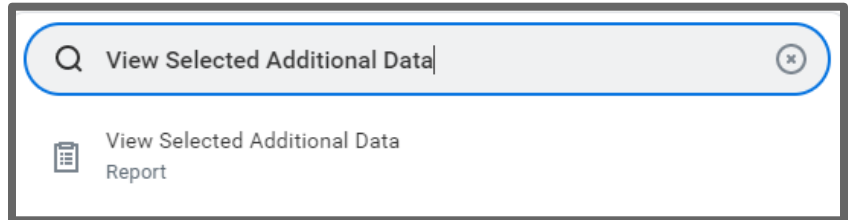


If you applied for a medical or religious exemption from COVID-19 vaccination, use this job aid to view the status, approved or denied, of your exemption request.

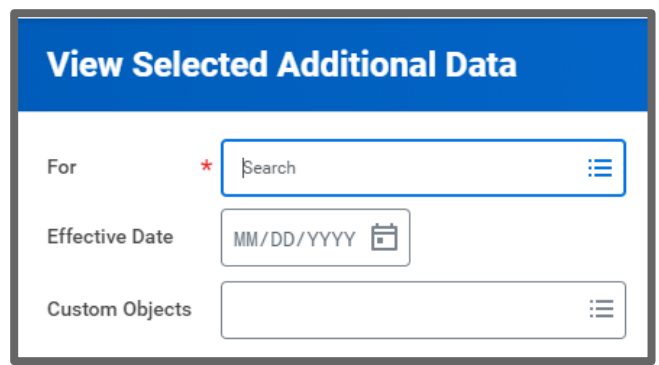
## View COVID-19 Vaccination Exemption

To view your COVID-19 Vaccination exemption status in Workday, follow these steps.

1. From the Workday search feature, enter 'View Selected Additional Data' and select the **View Selected Additional Data** report from the drop-down.



2. Type your name in the **For** field and click enter. Select the radio button in front of your name.
3. Leave the **Effective Date** blank.
4. Use the prompt in the **Custom Objects** field to select **COVID-19 Vaccination Exemption**; alternatively, you can leave this field blank to see all Custom Objects in your profile.



5. Your request for **COVID-19 Vaccination exemption** displays.

COVID-19 Vaccination Exemption Application Type	COVID-19 Vaccination Exemption Application Status	COVID-19 Vaccination Exemption Decision Date	COVID-19 Vaccination Exemption Duration	COVID-19 Vaccination Temporary Exemption Expiration Date	COVID-19 Vaccination Exemption Notes
Example: Medical or Religious		Exemption Effective Date	Permanent or Temporary	Temporary expiration date	

- Pending
- Approved
- Denied
- Denied-Additional Review in Progress