# View Absence Request History

Submitted, approved, pushed back and cancelled requests will appear on this page.

## Absence Balances

1. Sign in to [my.wisconsin.edu](https://my.wisconsin.edu).

2. Click the **Time and Absence** tile.

3. Click **View/Edit Requests tab** on the left side bar.

4. All submitted/approved/pushed back/cancelled absences will appear on the list.

5. To view more details about a request, click the request.