

View Absence Request History

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

Absence Balances

1. Sign into my.wisconsin.edu
2. Click the **Time and Absence** tile.
3. Click **View/Edit Requests** on the left side of the screen.
4. All submitted/approved/pushed back/cancelled absences will appear on the list.
5. To view more details about a request, click the request.
6. To make changes to a request, see the resource [Cancel/Edit Absence](#).