Workday student FAQ general questions

Workday Student is a cloud-based student information system designed to streamline administrative processes related to student records, enrollment, financial aid, and more. It provides a unified platform for managing student data throughout their academic journey. Workday will replace legacy systems like Jenzabar and PowerFaids.

Lynn University students will use Workday Student to perform tasks like:

- Update personal information
- Register for, add, swap or drop classes
- See financial aid awards
- Generate unofficial transcripts
- Ask for course overrides
- Manage student tuition payments

In Workday information and communication are more accessible. Students, faculty and staff will enjoy its ease of use, alerts, and reminders. Faculty and staff will appreciate access to dashboards and reporting.

Lynn University faculty will also use Workday Student to perform tasks like:

- Find/view course schedules and information
- View student rosters and course schedules
- View advisee information

Lynn University staff will use Workday Student to perform tasks like:

- View student information
- Create and view courses and sections
- View and manage holds on student accounts

Lastly, there might parents/guardians may use Workday Student if granted access by a Lynn student student. These third-party users will perform tasks like view student information (courses, grades, account) and financial status.

Lynn University students, faculty, and staff.

Workday Student for advising and registration for fall 2024 goes live on March 4, 2024. Other new functions will be rolled out through the summer and fall of 2024. The Academic Advising Center will schedule group registrations to train students and help them register for courses.

You can log in to Workday Student using your Lynn account credentials. If you encounter any issues with logging into your Lynn account, please contact IT Support at 561-237-7979.

Yes, Workday offers mobile compatibility, allowing you to access all features and functionalities from your smartphone or tablet browser. We recommend using the website over the Workday app since functionality for Workday Student is limited on the app.

For any issues related to Workday please open a support ticket in our Workday help desk or email us at Workday@lynn.edu. Describe the problem in detail but do not include personal details in your communications.

The security in Workday is very different and comprehensive as the security in our legacy systems. Migrating to a new student information systems gave us the opportunity to revamp access and verify all users have the appropriate permissions to do their daily work. During the project we created groups and assigned security to many users but it is very likely we will need to modify these groups and create new ones. If you or your department access needs to be revised, please open a support ticket in our Workday help desk or email us at Workday@lynn.edu.

Yes, Workday Student prioritizes data security and confidentiality to protect the privacy of student information. The system utilizes encryption, access controls, and other security measures to safeguard data against unauthorized access or breaches.

Yes, all faculty, students, and staff will utilize myLynn (Jenzabar) and eSAS (Powerfaids) for managing Course enrollment, Financial Aid, and payments during the Spring and Summer 2024 terms. Workday will be available to process any records for Fall 2024.

Due to the transition, there may be a brief delay in syncing Spring and Summer 2024 records in Workday. Integrations are in place to bring updates to Workday, but it may take a few days for the synchronization process to complete.

Upon login into Workday, you will have several onboarding tasks for you to complete in Workday. You can read more in our Go Live - student onboarding guide. You can also review the Go Live Workday Student - Student Checklist.

This is a self guide for students to become familiar with Workday.

Upon login into Workday, you can also review the Go Live Workday Student - Faculty Checklist.

This is a self guide for faculty to become familiar with Workday.