How to Check Your Sick Leave Balance

- 1. Login to WEBSTAR
- 2. Choose the Employee Tab

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Main Menu	Personal Information	Student Services	Financial Aid	Employee	
Search	Go				

3. Choose the "Time Off Current Balances and History" Option



4. Choose the "Click Here" option



5. You will see the following screen with your sick leave balance

Leave Balances Summary -								
	Sick Leave	2.15						
Leave Balances Details								
			SICK	SICK LEAVE				
			Credite	d Time SL	e Off			
2015	AUG-SEP		1.55					
2015	JUL-AUG		0.6					
	TOTALS		2.15	0				