# Viewing your date of birth

### Changing your date of birth in Workday

To change your date of birth, you must contact <u>Enrolment Services</u>. You cannot change this information in Workday.

# How to view your date of birth

#### First, go to your profile in Workday

- 1. Log into your Workday account at myworkday.ubc.ca.
- 2. On the Workday home screen, click your user icon in the top right corner.
- 3. Click the "View Profile" button in the pop up menu.



## Next, go to your personal information

- 1. Click the "Personal" tab on the left menu.
- 2. Click the "Personal Information" tab on the top menu. Your date of birth will be displayed in this view.

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िंस Student View (STUVIEW787) Student   University of British Columbia		Names Personal	Information IDs Residency Additional Data
		Edit	
88	Summary	Personal	
ප	Personal	Date of Birth	1998-10-04
ə	Academics	Age	25 years, 4 months, 6 days
	Student Financials	Citizenship Status	Citizen (United States of America)
	Action Items and Holds	Trans Experience	No, Cisgender
器	Committees	Gender Identity	Woman
Θ	History	Pronouns	(empty)
	Contact		