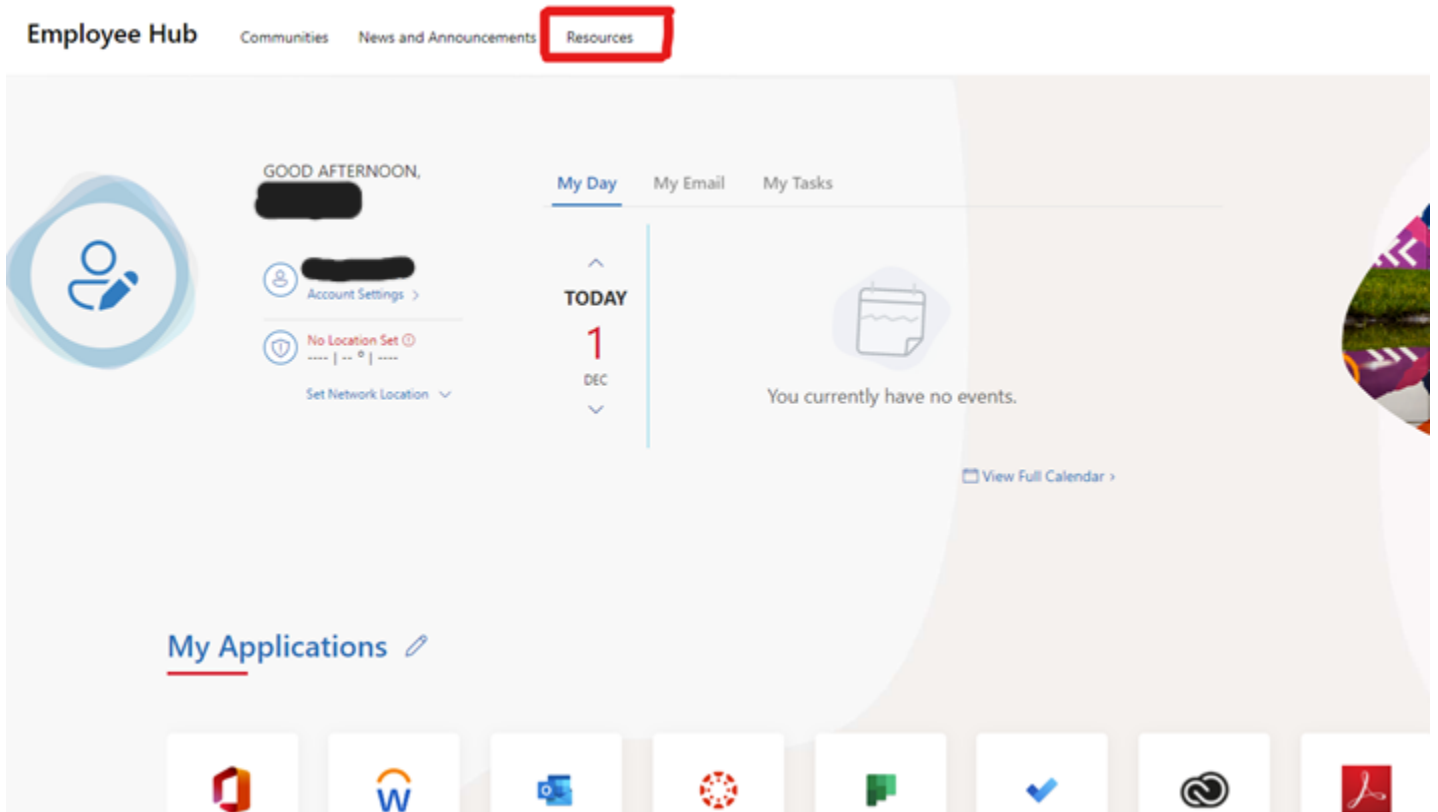


To check Student's Work Study balance:

1. Log in to employee hub (For first time user: log in to the following link with your Employee ID <https://about.me.northeastern.edu>)
2. Click on Resources (Red box in the screenshot below)



3. Click on HR Benefits & Services

Employee Hub

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The screenshot shows the 'Resources' section of the Employee Hub. At the top, there's a search bar with the placeholder text 'Search for a resource...'. Below the search bar, a row of icons represents different resource categories: Academic Resources & Services, Campus, Spaces & Events, Financial Services, **HR Benefits & Services** (highlighted with a red box), Library & Research, Miscellaneous, Policies & Training, and Software & IT Support. Below this row, the main content area is divided into three sections: 'Employee Hub Resources' with a description and a link to the 'Northeastern Services portal', 'RECENT LINKS' with links to 'Tech Service Portal' and 'I-9 Service Center', and 'CUSTOM LINKS' with a message about adding custom links. A 'MY FAVORITES' section is also visible at the bottom.

4. Select the Student Employee Work Study Dashboard

The screenshot shows the 'Student Employee Work Study Dashboard' page. On the left, a list of links is displayed, including 'Campus Recreation Membership Payroll Deduction', 'Canada: Payroll and Tax Info', 'Careers - PeopleAdmin', 'Commuter Benefit', 'Direct Deposit', 'Employee Directory', 'Employee Discounts', 'Employee Self-Service Banner (Historical Data only-Prior to 2022)', 'Fidelity Retirement Plans', 'Hiring Resources', 'HR Service Center', 'Human Resources - Benefits', 'I-9 Service Center', 'Interfolio Faculty Review, Promotion and Tenure', 'Internal Career Site', 'Internal Careers - Workday', 'My Travel Plans', 'Payroll Distribution Change Form', 'Preventing Harassment and Discrimination', **★ Student Employee Work Study Dashboard** (highlighted with a red box), 'TIAA Retirement Plans', 'Tuition Waiver Form', 'Workday', and 'Workday Job Aids'. On the right, there are three sections: 'RECENT LINKS' with links to 'Tech Service Portal' and 'I-9 Service Center', 'MY FAVORITES' with a link to 'Student Employee Work Study Dashboard', and 'CUSTOM LINKS' with a message about adding custom links.




5. Turn on “Show Information” switch to show the Award and Earnings.
6. Calculate the balance by taking the earnings from total Award and get to the balance

ews and Announcements

Resources

Work Study Employees

Show Information

Employee	Award ⓘ	Earnings ⓘ




Please calculate the balance remaining based on the above information.

Please note:

1. Students with multiple jobs will not show up in the list as they will show up in their primary job supervisor’s team. Please visit our website <https://studentemployment.northeastern.edu> to find more information and resources to assist you.
2. Any changes made to the Award or the Earnings will update in the Hub after pay day.