

**UNEMPLOYMENT
INSURANCE
AGENCY**

JENNIFER M. GRANHOLM, Governor
State of Michigan

STANLEY "SKIP" PRUSS, Director
Department of Energy, Labor &
Economic Growth

SUSAN CORBIN
Deputy Director
Department of Energy, Labor &
Economic Growth

STEPHEN M. GESKEY, Director
Unemployment Insurance Agency

FILE YOUR NEW OR ADDITIONAL CLAIM ONLINE
Michigan's Internet for filing unemployment claims

Unemployed Michigan workers can file a new claim for unemployment benefits or reopen an established claim by visiting the Unemployment Insurance Agency's (UIA) Internet website.

How to file a new or additional claim online.

To use UIA's Internet Filed Claims (IFC) process, unemployed workers must visit the UIA's website at <http://www.michigan.gov/uia>, and click on "File Unemployment Claims Online."

The IFC service is open to take claims continuously from 7:00 AM Monday **through** 7:00 PM Saturday. It will take about 30-45 minutes to file a claim online, depending on the Internet connection speed.

Who can file online?

To apply for unemployment benefits online, jobless workers must meet *all* of the following requirements:

- They have only worked in the State of Michigan during the last 18 months;
- They have been employed by, at least one, but no more than 19, Michigan employers during the past 18 months;
- They have worked under only one Social Security number during the past 18 months;
- They have not filed a claim for unemployment benefits against another state during the past 12 months; and

Information needed to file online.

When preparing to file an unemployment claim online, applicants will need the following information about themselves when responding to questions asked by UIA's online filing process:

- Social Security number;
- MARVIN PIN (personal identification number), if one existed in the past;
- Driver license number; or state identification number;
- Date of birth;
- Complete home address, including zip code, telephone number and county of residence;
- For each employer during the past 18 months:
 - Employer's name and address;
 - First and last day of work; and
 - Earnings during the last 18 months.
- For those who are **not** U.S. citizens or nationals, an alien registration number and the expiration date for the work authorization are needed.

Fact Sheet #96

Work registration required.

When applying for unemployment benefits, applicants must register for work, unless that requirement has been waived by the UIA. Unemployed workers must file a resume application on the Michigan Talent Bank (MTB) online at <http://www.michworks.org> and must report in person at a Michigan Works! Agency (MWA) Service Center to have their registration for work verified. This must be done at least 2-3 business days before they first report to MARVIN online or by telephone to claim benefit weeks for payment. Computers with Internet access are available at MWA Service Centers. For MWA locations, call 1-800-285-WORK (9675).

Choice of Payment Methods.

Those filing for unemployment benefits online will be asked to choose their preferred method to receive their unemployment benefit payments: either direct deposit into your bank or credit union account or by debit card. Benefits will be added to your debit card or bank or credit union account within 2-3 business days after reporting using MARVIN either online or by telephone.

System requirements for filing through the Internet.

To file an unemployment claim online, jobless workers will need a computer with Internet access. In addition, they must have either Explorer 4.x or Netscape 4.x or higher. They will also be asked to print various pages during the process, which requires the computer to be connected to a printer. Computers with Internet access are available at MWA Service Centers and most libraries.

How the system works.

UIA's Internet claims taking process uses an interactive application. In other words, the system will prompt users to answer a series of questions about themselves and their recent employment and wage history.

The data that is entered on the Internet screens will be uploaded to UIA's database. For those filing new claims, the UIA will mail them a monetary determination on the next business day. The determination tells workers if they are qualified for benefits based on their wages with employers. It also indicates their possible weekly benefit amount and the number of weeks they could be paid. The information booklet, *Unemployment Benefits in Michigan*, may be viewed online or mailed. Those reopening established claims will not receive another copy of the information booklet.

Once the claim is successfully entered online, a confirmation page will appear with a confirmation number. If any issues or problems should arise during the claim filing process, applicants will be advised to file their claims by phone.

During the application process, unemployed workers will also be advised about contacting the UIA's MARVIN system and will be given appointment days and times. MARVIN can be accessed either online at <http://www.michigan.gov/uia>, under the heading, "UIA Online Services for Unemployed Workers," **OR** toll-free by telephone at 1-866-638-3993. Unemployed workers must call MARVIN every two weeks to certify that they meet the necessary eligibility requirements.

The site is secure.

The UIA has done everything it can do to make its claims taking site as secure as possible to ensure that all information it receives from those applying for unemployment benefits is kept confidential.

Questions?

Workers who file their claims by Internet or telephone and who have a problem or question about the claim can call the UIA at **1-866-500-0017** (TTY customers use 1-866-366-0004). The telephone line is available weekdays from 8:00 AM to 4:30 PM, except State of Michigan holidays.



Michigan Department of Energy, Labor & Economic Growth
Unemployment Insurance Agency
Authority: UIA Director; Quantity: 1,000
Cost: \$14 (1.4¢/copy). Paid for with federal funds.

DELEG is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.