

10 Things You Should Know

about

Unemployment Insurance

Unemployment Insurance (UI) provides temporary financial assistance to qualified individuals who have lost their jobs, through no fault of their own, until they find other employment.

- 1. Accurately report the reason you are unemployed.** We will verify this with your employer.
- 2. Report any and all wages and income you earn** to avoid fraud and possible prosecution.
- 3. Register with the SDWORKS job search database** to be eligible for benefits.
- 4. Be available for work.** You must continually verify you are able, available and willing to accept suitable work.
- 5. Actively search for work,** or benefits may be denied.
- 6. Develop an effective work search plan.** Contact a DLR local office for help with planning an effective work search.

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7. **Avoid errors and ensure proper payment of benefits.** Read all of the information provided to you.
8. **Don't delay.** As soon as you begin working, report your return to work to the State UI Office. Do not wait until you receive your first paycheck.
9. **Follow the rules to prevent yourself from committing UI fraud.** Failure to follow the rules can have serious consequences.
10. **Know your responsibilities and ask for help.** Navigating through the UI system can be confusing.

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Online UI filing services available include:

- Filing a new initial claim application*
- Reopening an existing claim*
- Filing for an extension of benefits*
- Filing a weekly certification
- Updating personal information
- Viewing payment history

*Your claim will not be complete until you have received a confirmation number.

For more information
visit www.sd.uiclaims.com



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