

APPLYING FOR UNEMPLOYMENT

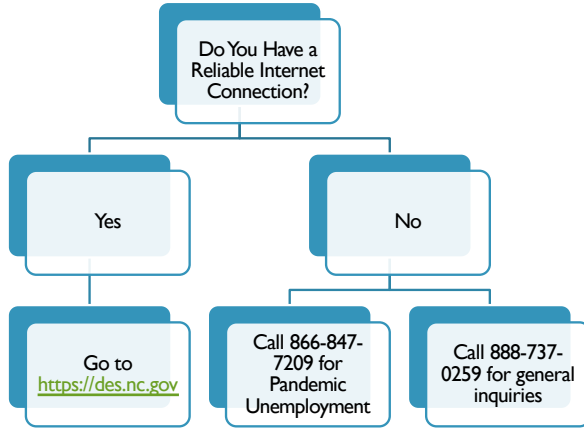
MAY 25, 2020



TRIANGLE AREA UNEMPLOYMENT OFFICE LOCATIONS

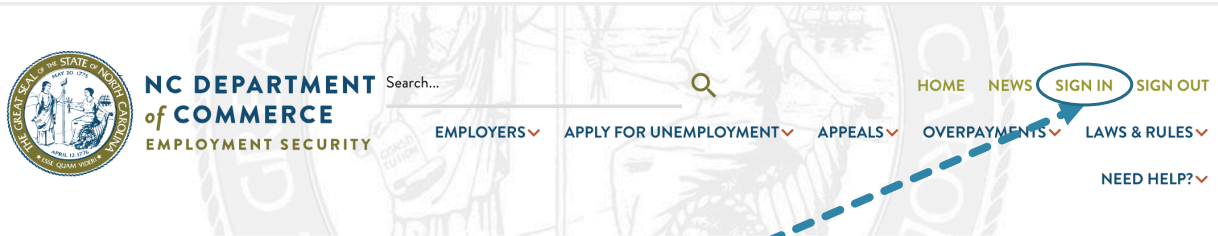
Chapel Hill	Durham	Raleigh	Cary
<ul style="list-style-type: none">• 503 West Franklin Street Chapel Hill, NC 27516• 919.968.2031	<ul style="list-style-type: none">• 1105 S. Briggs Avenue Durham, NC 27703• 919.560.6880	<ul style="list-style-type: none">• 3351 Carl Sandburg Court Raleigh, NC 27610• 919.212.3849	<ul style="list-style-type: none">• 742-F East Chatham Street Cary, NC 27511• 919.469.1406

WHERE TO GET STARTED



TIP:
It is recommended to apply for unemployment online on a computer.

I. GO TO [HTTPS://DES.NC.GOV](https://des.nc.gov)



Go to "Sign In"

2. CLICK ON "SIGN UP"

Please Sign in

You must Sign out when you are finished using the NC DES website prior to closing the browser. This will protect your personal information.

NOTE: Please use the User name you setup previously during online account creation. If you have not created an online user account, please click to Sign up.

* User name:

[I forgot my user name](#)

* Password:

[I forgot my password / Reset password](#)

Sign in

Click on "Sign Up"

3. CLICK ON "SIGN IN"

Your account was created successfully.

Please click the link below to Sign in to your account with the username and password you set up during account creation.

[Sign In](#)

Click on "Sign In"

4. CLICK ON "UNEMPLOYMENT CLAIMS SYSTEM"

Your Sign in was successful.

Please click the link below to access claims system. Do not click the link multiple times.
If you have difficulty, please try again at a later time.

NOTE -- Due to exceptionally high volume, **it might take up to 5 minutes for the claims system to come up.**

[Unemployment Claims System](#)

- Click on "Unemployment Claims System"
 - Follow the prompts
- You will need your social security number (SSN)

HERE ARE SEVERAL NON-CITIZEN OPTIONS TO SELECT, AS NEEDED

U.S. Citizen
 Document Type
 Alien Reg No :

- I-327 (Re-entry Permit)
- I-551 (Permanent Resident Card)
- I-571 (Refugee Travel Document)
- I-766 (Employment Authorization Card)
- Certificate of Citizenship
- Naturalization Certificate
- Machine Readable Immigrant Visa (with Temporary I-551 Language)
- Temporary I-551 Stamp (on Passport or I-94)
- I-94 (Arrival/Departure Record)
- I-94 (Arrival/Departure Record) in Unexpired Foreign Passport
- Unexpired Foreign Passport
- I-20 (Certificate of Eligibility for Nonimmigrant (F-1) Student Status)
- DS2019 (Certificate of Eligibility for Exchange Visitor (J-1) Status)
- Other

5. CLICK ON “FILE A NEW UNEMPLOYMENT INSURANCE CLAIM”

Welcome to the North Carolina Division of Employment Security Claimant Self Service website.
Click on the title to choose the services you wish to use from the following options.

Go To My Home Page

File a New Unemployment Insurance Claim

Click on “File a New Unemployment Insurance Claim”

6. COMPLETE THE FORM WITH THE FOLLOWING INFORMATION

Before you login, you will need the following information:

1. **ALL INDIVIDUALS:**

- o Your Social Security Number.
- o Your work history for the past 2 years (employer name as it appears on your check stub, employer's payroll and physical addresses, telephone number, employment dates, rate of pay and information about your separation from each employer).
- o Details about separation, vacation or severance pay you received, will receive or are entitled to receive.
- o Details regarding any retirement pay (gross monthly amount of pay along with proof).
- o Your bank routing number and account number if you would like unemployment payments directly deposited into your bank account. If you do not select direct deposit, payment will be placed on a debit card.

2. **NON-CITIZENS:** Your Alien number and expiration date from your Employment Authorization Document.

3. **FORMER FEDERAL EMPLOYEES:** Your SF-50 form, SF-8 form, pay stub(s) or W-2 (if you worked in federal employment within the past two years). If this information is unavailable, you may provide it at a later date. Please proceed in filing your claim.

4. **FORMER MILITARY PERSONNEL:** Your DD214 Member 4. If your DD214 is unavailable, you may provide it at a later date. Please proceed in filing your claim.

5. Individuals applying for **Disaster Unemployment Insurance Assistance (DUA)**: Your most recently filed income tax return if you are self-employed or a farmer. If this information is unavailable, you may provide it at a later date. Please proceed in filing your claim.

6. Individuals applying for **Pandemic Unemployment Insurance Assistance (PUA)**: Your most recently filed income tax return if you are self-employed or a farmer. If this information is unavailable, you may provide it at a later date. Please proceed in filing your claim.

NOTE: If you do not complete and submit your application, your information is deleted after 7 days.

Choose “coronavirus” as your reason for separation.

7. WAITING + THE NEVER ENDING PROCESS

It may take about 2 weeks for your first deposit to appear in your account or on your card.



YOU MUST FILE A WEEKLY CERTIFICATION EVERY WEEK AND WITHIN 14 DAYS EVEN WHILE YOU ARE WAITING FOR YOUR FIRST CHECK.

8. FILE A WEEKLY CERTIFICATION EVERY WEEK YOU ARE ELIGIBLE

Your Sign in was successful.

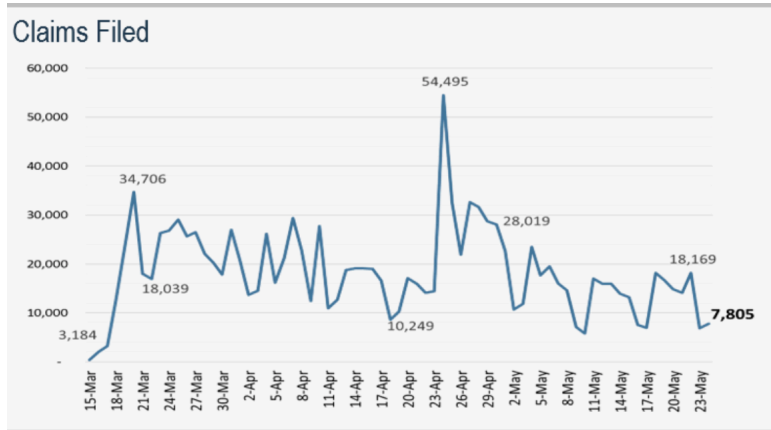
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[Unemployment Claims System](#)

- Go back to "Unemployment Claims System"
- Follow the prompts to submit your Weekly Certification

CLAIMS HAVE MORE THAN DOUBLED, SO EXPECT DELAYS



TYPES OF UNEMPLOYMENT

Unemployment Benefit Programs

<p>State Unemployment Insurance (UI)</p> <ul style="list-style-type: none"> • \$350 max. weekly • Up to 12 weeks • + \$600 weekly for weeks ending 4/4 - 7/25* 	<p>North Carolina's regular state unemployment benefits.</p> <p>For people whose employment was subject to unemployment insurance tax and who meet requirements for work and wage history.</p>
<p>Pandemic Emergency Unemployment Compensation (PEUC)</p> <ul style="list-style-type: none"> • \$350 max. weekly • Up to 13 weeks • + \$600 weekly for weeks ending 4/4 - 7/25* 	<p>A 13-week extension to state unemployment benefits, available for weeks ending April 4 through Dec. 26, 2020.</p> <p>For people who are eligible for state unemployment insurance but have exhausted their 12 weeks of benefits. Reason for loss of work does not need to be COVID-19.</p>
<p>Pandemic Unemployment Assistance (PUA)</p> <ul style="list-style-type: none"> • \$350 max. weekly • Up to 39 weeks • + \$600 weekly for weeks ending 4/4 - 7/25* 	<p>Federal program for people not eligible for state unemployment benefits, such as independent contractors and self-employed workers, available for weeks through Dec. 26, 2020.</p> <p>For people who are ineligible for state unemployment benefits or any extensions to state unemployment benefits, and unable to work as a direct result of COVID-19.</p>



SOURCES

- <https://des.nc.gov>
- <https://fileunemployment.org/north-carolina/office-locations/>