

Guide to Unemployment

Before you apply:

- **Have you worked for your previous employer in California for *at least one year*?**
- **Documents you need when you apply:**

___ **Social Security Number (SSN)**

___ **Driver's license number *or* State ID Number**

___ **Your citizenship status *or* your alien registration number**

___ **Your last employer's name, address, telephone number and last date worked**

___ **Last pay stub**

___ **Resume *or* work history for the last 18 months**

Can I apply for Unemployment ONLINE?

**Yes, if you are currently present in California and answer
“NO” to all of the following questions:**

1. Did you work in a state other than California during the last 18 months?
2. Have you applied for unemployment insurance in the last 18 months?
3. Did your employer or union give you a claim form for unemployment insurance benefits?
4. Did you serve in the military during the last 18 months?
5. Did you work for an agency of the federal government during the last 18 months?
6. Have you filed an Unemployment Insurance claim in the last 12 months?

Troubleshooting

If you are having trouble completing your online application, you may not have filled out all of the necessary fields. Look for the red text at the top of the screen. It will inform you which fields need to be filled in.

Be sure to pay attention to the format in which you fill in your information. For example, if the information requested is your birthday, fill it in by month/day/year (e.g. 01/04/1986).

If problems in completing your online application persist, you may have to contact the unemployment office. They can be reached at 1-800-300-5616.

Application: Step-By-Step

1. Social Security Number (SSN)
 - 1b. Did the Social Security Administration issue this SSN to you?
2. Date of Birth
3. Gender (M or F)
4. Full Name (First Middle Initial Last)
5. Is this the name that appears on your social security card?
6. If you have used any other Social Security Numbers, please list them
7. If you have used any other names, please list them

8. Do you have a state-issued Driver's License or ID card?
9. In the past 2 years did you file a claim for Unemployment Insurance (UI) or Disability Insurance (DI)?
10. Mailing Address
11. Is your residence address the same as your mailing address?
13. Telephone Number
- 13a. Telephone Type
14. Preferred spoken language?
15. Preferred written language?
16. Education
17. Are you a Veteran?
18. Ethnic Identification
19. Race
20. Are you disabled?
21. Are you a U.S. citizen or national?
22. Are you a member of a union?
23. Are you receiving, or will you receive in the next year, a pension other than Social Security or Railroad Retirement, which is based on your own work or wages?
24. Are you receiving or do you expect to receive Workers' Compensation?
25. Information about your very last employer:
 - 25a. Name of Last Employer
 - 25b,c,d,e. Mailing Address:
 - 25f. Telephone Number of Last Employer
 - 25g. What is the full name (first and last) of the person who was your immediate supervisor?
26. Is the location or physical address of your very last employer the same as their mailing address?
27. Last Date Worked
- 27a. What are your gross (income before taxes and deductions) wages for your last week of work?

28. Reason No Longer Working:

28a. Please provide a brief explanation

28b. Are you unemployed as a direct result of a recent disaster in California, such as an earthquake, flood, mudslide, fire, etc.?

29. Do you expect to return to work for a former employer?

30. Do you have a date to start work?

31. Are you an employee of a school, educational institution, or training facility?

32. If you received, or if you expect to receive, any payments from an employer other than your regular salary, report the payment(s) below.

33. Provide your employment history for the past 18 months, including your very last employer. If you worked for a temporary agency, a labor contractor, an agent for actors, or an employer where wages are reported under a corporate name, your wages may have been reported under that employer name. You may want to refer to your check stub(s) or W-2(s) to obtain the name of your employer. Provide the following information for **each** employer you worked for in the past 18 months:

33a. Employer you worked for the longest time (select one)

33b. Employer name

33c. Beginning and ending dates of employment

33d. Wages earned

33e. How you were paid (specify hourly, weekly, monthly, annually, commission, or piece rate)

34. Regarding the employer in question 32 that you indicated you worked for the longest, please answer the following:

34a. How long did you work for that employer?

34b. What type of business did that employer operate?

34c. What kind of work did you do for that employer?

35. During the past 18 months, did you work for any other employers not listed above in question 32?

36. What is your usual occupation?

37. Is your usual occupation seasonal?

38. Are you currently self-employed or plan to become self-employed?

39. Are you now or have you been in the last 18 months an officer of a corporation or union or the sole or major stockholder of a corporation?

40. Are you currently attending or are you planning to attend school or training?

41. Are you available for immediate full-time work in your usual occupation?