

FACT SHEET

Unemployment Compensation

What is it?

The purpose of Unemployment Insurance is to offer basic protection against economic insecurity. The program helps unemployed workers while they look for work. As a worker, you do not pay any part of the cost of unemployment benefits. Employers pay taxes to cover the cost of unemployment benefits.

When should you apply?

You should file your application as soon as you become unemployed. Your claim begins the Sunday of the calendar week in which it is filed. Waiting more than a full week to file your application will postpone the beginning of your claim and you will not receive any benefits for the weeks of unemployment that occur prior to the week of filing.

How to apply?

There are several options to choose from when filing a new application for Ohio unemployment benefits or reopening an existing Ohio claim. You may access our web site 24 hours a day, 7 days a week at: <http://unemployment.ohio.gov>. Limited service may be available while the system is being updated nightly. Check the web site for services that are currently available. You may also file by telephone at 1-877-644-6562 or TTY at 1-888-642-8203. Business hours are 8:00 A.M. - 5:00 P.M., Monday through Friday, except holidays. Peak call times are Monday and Tuesday. For faster service, call on Wednesday or Thursday or file on-line. When you call, please have paper and pencil available.

What information is needed to apply?

When filing a new application, you should be prepared to provide the following information:

- Your social security number and either your driver license or state ID number
- Your name, address, telephone number, and e-mail address
- The name, address, telephone number, and dates of your employment with each employer where you worked during the past six weeks of employment.
- If you had out-of-state employment within the past 18 months, you must provide the name, address, telephone number and dates of your employment for each out-of-state employer during that period
- If you were separated from military service with any branch of the U.S. Armed Forces within the past 18 months, your discharge papers (Form DD-214-member 4 copy)
- If you were employed by the federal government within the past 18 months, the SF-8 and/or SF-50 form given to you by your government employer at the time of your separation
- The reason you became unemployed from each employer
- If claiming dependents, your spouse's name and social security number, dependents' name(s), social security number(s), and date(s) of birth
- Alien Registration Number and the expiration date of your work authorization (if you are not a U.S. Citizen or National)
- Your regular occupation and job skills

What to expect?

Whether you file your application by telephone or on the Web, the process will take about 20 - 25 minutes. If you are filing on-line and are disconnected, you can use your Username and PIN to log back into the application and resume answering questions. The information you have entered will be retained for 24 hours from the time you begin a new application. Your application is not considered "filed" until you certify and receive a confirmation number. Keep this deadline in mind if you are disconnected or if you choose to sign off and sign on again at a later time.