

# UI 101 COVID-19

## UNEMPLOYMENT INSURANCE AGENCY

### HOW TO CERTIFY (REPORT) FOR BENEFITS

After you file for benefits, you will receive Form *UIA 1575C, Monetary Determination*, which includes information such as your weekly benefit amount, the number of weeks you are allowed, and when to begin certifying.

**In order to get paid, you must certify (report) EVERY TWO WEEKS** that you are still unemployed by answering some questions.

You may certify online through the Michigan Web Account Manager (MiWAM) at **[michigan.gov/uia](https://michigan.gov/uia)**.

- > Go to your **MiWAM UI Claim page – Account Alerts** “*You have benefits weeks that have not been certified – click here to Certify*”
- > You may work part time and collect a partial unemployment benefit payment. **Be sure to report the total gross earnings for work you performed in the week you are claiming.** The total gross earnings are earnings before any deductions (taxes and withholdings).
- > Answer the questions for **Week 1, Yes or No**
- > Review and click SUBMIT
- > Answer the questions for **Week 2, Yes or No**
- > Review and click SUBMIT  
Benefit payment will be issued in 2 -3 business days. If you do not receive your payment in 2-3 business days contact the agency through your MiWAM account or call 1-866-500-0017.

**You may also certify by phone at  
1-866-638-3993 Monday - Friday;  
8:00 a.m. - 4:30 p.m.**

