

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**.

- > 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 about 7-10 days after certification. Monitor your MiWAM account for updates.

