Unemployment Benefits Workshop
Presenter: Antonio Gallo

CFA-CSUN Lecturer Rep
Chicana/o Studies
Email: agallo@calfac.org
Spring 2020
Our Response to COVID-19

The sudden and immense impact of the COVID-19 pandemic is unprecedented. EDD program benefits are available to workers and employers whose earnings are impacted.
Directly Access the Unemployment Insurance Online at: https://portal.edd.ca.gov/WebApp/Login
File an Unemployment Insurance Claim

En español

COVID-19 Temporary Exceptions

Due to the impact of COVID-19, we made the following temporary exceptions for all Unemployment Insurance claims until further notice:

- **Waiting Period** – The 7-day waiting period is waived for claims beginning on or after January 19, 2020. After you submit your first two-week continued certification, you will be paid for the first week of your claim.
- **Work Search** – You are not required to look for work each week to be eligible for benefits.

Unemployment Insurance (UI) is an employer paid program that provides partial income replacement when you become unemployed or have your hours reduced and meet all eligibility requirements. The following information will help guide you through the claim filing process.
You can also apply by phone, mail or fax. We have a sample mail/fax form on our website.

What to Expect After You File Your Claim

You will be mailed important information about your claim and the UI program. Be sure to read and respond to all requests to avoid payment delays. For more information, refer to the After You File web page.
Log In to Online Services

Employer Services Online

- Services for Business: Manage your employer payroll tax accounts.
- WOTC: Submit, view, and manage Work Opportunity Tax Credit (WOTC) Request for Certification Applications.
- SIDES E-Response: Respond to Notice of Unemployment Insurance Claim Filed (DE 1102CS).

Benefit Programs Online

- UI Online™: Apply for Unemployment Insurance (UI) benefits, reopen an existing claim, and manage a UI claim.
- SDI Online:
  - Apply for Disability Insurance (DI) benefits, and manage a DI claim.
  - Complete a claimant’s DI claim (for employers and physicians/practitioners only).
- Benefit Overpayment Services: View your balance, make a payment, and set up an installment agreement.

Access COVID-19 Resources

Log In or Enroll

Log In or Regular
Benefit Programs Online

En español

⚠️ System Maintenance: UI Online℠ and UI Online Mobile℠

Due to scheduled system maintenance, UI Online and UI Online Mobile will be unavailable from **Monday, April 27 at 8 p.m. to Tuesday, April 28 at 5:30 a.m.**

During this period you can call 1-866-333-4608 to check payment information and hear general Unemployment Insurance information. Information about your debit card is available on Bank of America’s EDD Debit Card℠ website.

Thank you for your patience as we continue to improve our services.

Certifying for Weeks Ending March 14 through May 9, 2020

Based on the persistent inability of claimants to access the UI Online℠ system during this time period, if your UI benefit certification form has dates for weeks ending March 14 through May 9, you do not need to certify or recertify for UI benefits. For these weeks, this means:

- After you initiate your UI claim and are determined eligible, you do **not** need to provide any certification for your first benefit payment or continuing biweekly payments.
- You will automatically receive your benefits, unless you have an existing disqualification or pending issue. But you will be asked to officially certify for these weeks of benefits at a later date. Check the EDD website regularly for future instructions on how to certify for these paid weeks.
- **You will be required to provide information to the EDD if you worked during any of these weeks.**
- The failure to provide the EDD with information that you worked during these weeks may result in an overpayment that the EDD must later recover.

In the steps for receiving UI benefits, this means after you apply (Step 1), we will take care of Step 2 for you for the weeks ending March 14 through May 9, based on the persistent inability of claimants to access the UI Online system during this time period. You will be required to inform the EDD if you work during these weeks through Ask EDD by selecting **Unemployment Insurance Benefits**, then **Payments**, and then **EDD Paid Me and I Returned to Work, Need to Report Wages**.
If you applied for UI benefits last summer or during the winter break and already have an EDD account, then you should just log-in and start the application process.

If you are applying for UI benefits for the first time using this updated EDD system, then you will need to register. After you register, EDD will email you the application link within a few minutes of your registration.
Password

To log in to Benefit Programs Online, you must verify your personal image and personal caption, and enter your password.

* Use the latest version of Chrome or Firefox for the best experience.

Personal Image:

Personal Caption: April 28

* Password: ********

Forgot Password?

Previous  Log In
Benefit Programs Online

UI Online℠
Select UI Online to file a claim for Unemployment Insurance (UI) benefits or to create or access your UI Online account.
To use UI Online Mobile, you must have already created a UI Online account.

SDI Online
Select SDI Online to file a claim for Disability Insurance (DI) or Paid Family Leave (PFL) benefits or to create or access your SDI Online account.

Benefit Overpayments
Select Benefit Overpayments to view your benefit overpayment balance, make a payment, and set up an installment agreement.

UI Online
UI Online Mobile
SDI Online
Benefit Overpayments

Note: You will be logged out after 30 minutes on any page.
Note that EDD now has set hours of when you can apply for UI benefits.
Unemployment Insurance Claim Filing Instructions

Read the information below to learn important tips and instructions before you file your Unemployment Insurance claim. Check the box at the bottom of the page once you have read all the information and select next to file a new Unemployment Insurance claim.

*Indicates required field

Apply for benefits as soon as you are unemployed, or working less than full-time. Unemployment Insurance claims are valid for one year and take effect on the Sunday of the week when you file your claim. For Unemployment Insurance purposes, a week begins on a Sunday and ends on the following Saturday.

Important: The first week after you file your claim is normally a seven day waiting period. Benefits cannot be paid for this week. However, you must certify for benefits to satisfy the waiting period requirement.

Note: If you filed an Unemployment Insurance claim less than 12 months ago and stopped certifying for benefits, you must reopen your existing claim. To reopen your claim, select Previous to return to UI Online and select Register or Manage.

What You Need to File a Claim:

- Name, address, and phone number
- Social Security number
- California driver license, or identification (ID) card
- Citizenship status (which may include your alien registration number)
- Last employer information at the time you are filing the claim (regardless of the length of time you worked for the employer), including name, address (mailing and physical location) and phone number (including area code)
- Last date worked and the reason you are no longer working for the last employer
- Gross earnings in the last week you worked, beginning with Sunday and ending with your last day of work.
- Information on all employers you worked for during the past 18 months, including name, address (mailing and physical location), period of employment, gross wages earned, hours worked per week, hourly rate of pay, and reason no longer working.
- Pension Information (if applicable). Do not include Social Security, Railroad Retirement, or a pension based on another person’s (such as your spouse’s) employment.

How is my Unemployment Insurance Award Calculated?

To have a valid claim and be potentially eligible to receive Unemployment Insurance benefits, you must meet the monetary requirement of working and earning a minimum amount of wages within the past 18 months. See New Unemployment Benefits Are Computed for more information.

Can I Cancel my Claim?

The law allows you to cancel a claim if you meet all the following requirements:

- Benefits have not been paid
- You have not been issued a written notice of disqualification;
- There is no overpayment from a previous claim; and,
How is my Unemployment Insurance Award Calculated?

To have a valid claim and be potentially eligible to receive Unemployment Insurance benefits, you must meet the monetary requirement of working and earning a minimum amount of wages within the past 18 months. See How Unemployment Benefits Are Computed for more information.

Can I Cancel my Claim?
The law allows you to cancel a claim if you meet all of the following requirements:

- Benefits have not been paid;
- You have not been issued a written notice of disqualification;
- There is no overpayment from a previous claim; and,
- The benefit year of your claim has not ended.

If you decide to cancel your claim, do not certify for benefits through UI Online®, EDD Tele-Cert®, or paper (DE 4681). Once a claim is cancelled, it cannot be reestablished with the same beginning date. If you have questions about stopping your benefits or cancelling your claim, contact the EDD online, by mail, or by phone.

What Happens After I File My Claim?
The EDD will review your application, determine your eligibility to receive Unemployment Insurance benefits, and notify you by mail about the status of your claim. Allow up to 10 days for processing. If additional information is needed, or an eligibility issue is identified, a phone interview appointment is scheduled and you will be notified by mail of the date and time.

Important Browser/Security Information:

- Do not use any features that automatically fill your personal information to complete the online application, such as Google’s Autofill, Internet Explorer’s AutoComplete, or other similar features. If these are used, it may cause entries in your online application to be incorrect.
- For best results, use the latest version of these approved browsers: Internet Explorer, Google Chrome, Safari.
- You may need to download the free Adobe Acrobat to view and print linked documents.
- Do not use your browser’s Back button while in UI Online. Note: in some browsers, the Backspace key is the same as the back button.

I have read all of the above information.

To file a new unemployment insurance claim, select the Next button.

Previous

Next
Application for Unemployment Insurance

Answer the following questions to ensure you use the correct process to file your Unemployment Insurance claim.

*Indicates required field

1. *Did you work in another state and/or Canada during the last 18 months?  
   - Yes  
   - No

2. *Have you applied for Unemployment Insurance benefits in another state or Canada during the last 12 months?  
   - Yes  
   - No

3. *Did your employer, union, or non-union trade association give you one of the following claim forms for Unemployment Insurance benefits?  
   - Notice of Reduced Earnings (DE 2063)  
   - Notice of Reduced Earnings (Fisheye Person) (DE 2063F)  
   - Pacific Maritime Association Partial Evidence of Payment Form (PMA 2063)  
   - Payment Certification (Work Sharing) (DE 4691WS)  
   - Initial Claim and Payment Certification (Work Sharing Employer) (DE 4511WS)

4. *Did you serve in the U.S. military during the last 18 months?  
   - Yes  
   - No

5. *Did you work for an agency of the federal government during the last 18 months?  
   - Yes  
   - No

6. *Have you filed an Unemployment Insurance claim in California during the last 12 months?  
   - Yes  
   - No

Note: The answers you give to the questions on the application must be true and correct. You may be subject to penalties if you make a false statement or withhold information.
To begin filing your claim you will need to provide your identification information.

Provide the Social Security number that was issued to you by the Social Security Administration.

If you were assigned an ECN (9-digit number beginning with 999 or 990) by the EDD, provide that ECN under question 1 and provide your SSN under question 2.

*Indicates a required field

1. *Social Security number (SSN) or EDD Client Number (ECN)
   1a. Confirm the last 4 digits of your SSN.
   1b. Was this Social Security number issued to you or issued on your behalf by the Social Security Administration?

2. If you have used any other Social Security numbers, list them.

3. *Date of Birth
4. *Gender
5. Applicant Name

*First Name: Antonio
*Middle Initial: 
*Last Name: CSUN Lecturer

6. Is this the name that appears on your Social Security card?
7. If you have used any other names, list them.
Driver License or ID Card Information

Provide your Driver License or identification card number, even if it is from a state other than California.

If you have not been issued a Driver License or ID card answer “no” to question 1.

*indicates required field

1. *Do you have a state issued Driver License or ID card? ☐
   1a. Select the issuing state or entity.
   1b. Enter Driver License or ID card number: ☐

   Yes ☐ No ☐

   CA - California

   N2457215

Previous  Save as Draft  Cancel  Next
Prior Claim Information

General Information

Provide the filing date of any claims that you have filed within the last two years.

This includes Unemployment Insurance (UI), Disability Insurance and Paid Family Leave (PFL).

Provide the month and year that you filed a claim, whether you were paid or not.

*Indicates required field

1. *Between 04/28/2016 - 04/27/2020 did you file a claim(s), reopen a claim(s), or collect benefits under the Unemployment Insurance (UI), Disability Insurance (DI), or Paid Family Leave (PFL) program(s)?

   ○ Yes  ○ No

Previous    Save as Draft    Cancel    Next
Prior Claim Information

General Information

Provide the filing date of any claims that you have filed within the last two years.
This includes Unemployment Insurance (UI), Disability Insurance and Paid Family Leave (PFL).
Provide the month and year that you filed a claim, whether you were paid or not.

*Indicates required field

1. *Between 04/28/2018 - 04/27/2020 did you file a claim(s), reopen a claim(s), or collect benefits under the Unemployment Insurance (UI), Disability Insurance (DI) or Paid Family Leave (PFL) program(s)?

   Yes  No

   Provide the most recent transaction date(s) you had with UI, DI, or PFL

   Claim Type
   1a. Select One-

   Claim Month
   1b. Select One-

   Claim Year
   1b. Select One-

Next

Previous

Save as Draft

Cancel
Provide a cell # if you have one. This is the number EDD will use to contact you if you are selected for a phone interview.
Check off the best option for your mailing address.
Address Verification

The address you provided may be non-deliverable. Select an option:
- Continue with the entered address
- Modify the address

Submit

Provide your personal contact information, including your mailing address. If you have a Post Office (PO) Box or Private Mail Box (PMB), you must also provide your residence address.

*Indicates required field

1. What is your mailing address? 
   - Location: United States
   - Number, Street, and Apartment/Unit or PO Box Number: 3786 Lecturer Ave
   - City: Los Angeles
   - State: CA - California
   - ZIP Code: 91330

2. *Is your residence address the same as your mailing address?
3. If you do not live in California, select the name of the county or county-equivalent (for example, parish, borough, census area, independent city, etc.) where you live.
4. Phone Number
   - Type: Cell Phone
Citizenship Information

Provide information about your citizenship. If you are not a U.S. citizen or national you will need to provide your work authorization information.

1. *Are you a U.S. Citizen or National?
   - Yes
   - No

Statistical Information

Provide general statistical information and select your preferred method to receive spoken or written communication.

1. *Education
   - Masters or Doctorate Degree
2. *Are you a Veteran?
   - Yes
   - No
3. *What race or ethnic group do you identify with?
   - I Choose Not to Answer
4. *Do you have a disability?
   - I Choose Not to Answer
5. *Preferred spoken/written language?
   - Spoken Language: English
   - Written Language: English

Previous | Save as Draft | Cancel | Next
This is always the HR #
1. *What is the first and last name of your immediate supervisor?*
   - Name of your Department Chair

2. *Last Date Worked*
   - CSUN’s last day of work
   - 05/22/2020

3. *Reason No Longer Working:*
   - Important!
   - Your last employer will be contacted to verify the reason you are no longer working. Providing false information is considered fraud and may result in penalties.

   - Separation Category: Laid Off/No Work
   - Separation Explanation: Assignment completed

4. If you received, or if you expect to receive, any payments from your very last employer or any other employer other than your regular
   - Skip Does Not Apply
   - Amount From Date To Date
     - [ ] Holiday Pay
     - [ ] Vacation Pay
     - [ ] Severance Pay
     - [ ] In-Lieu-Of-Notice Pay
     - [ ] Other Pay
     - 4e.1. Explain Other Pay.

(Maximum 150 Characters)
**Note: Calculating Daily/Weekly/Hourly Wages for a Semester Campus - CSUN Example**

**Daily Wages:** Take your monthly gross wages from your appointment letter and multiply that by 6 months (each term is paid out in 6 months) and then divide that amount by 86 work days in the spring semester. This yields your actual daily wages. Example: $4868.00 (monthly gross wages) \( \times 6 \) (6 months) = $29,208.00 divide by 86 = $339.63 daily gross wages

**Weekly Wages:** Take your daily wages and multiple that by 5 days in a work week. Example: $339.63 (daily wages) \( \times 5 \) days a week (all lecturers earn income every day of the week regardless of time-base) = $1,698.14

**Hourly Wages:** EDD is not currently asking this question, but they might in the future.

**Step 2. Divide your weekly gross wages by the number of hours you work per week.**

Here's the math:

1. **Compute your time-base:** 
   - \( \frac{\# \text{ of units worked}}{15} \) (15 is the max units per semester) = Time-base
   - Example: 12 units divide by 15 = 0.8 time-base

2. **Compute your hours per week:** 
   - Time-base multiplied by 40 hours per week = worked hours per week
   - Example: 0.8 time-base \( \times 40 \) hours = 32 hours per week. This lecturer works 32 hours per week.
   - Final answer = $1,698.14/32 = $53.07 is what this particular lecturer earns per hour
Calculating Wages

Calculating Total Wages Earned /Daily Wages/Weekly Wages & Hourly Wages Per Term

A. **Total Wages Earned Per Term**: Monthly Wages (Multiply by) Number of Pay Periods = Total Wages Earned in Spring/Quarter Term - (Note: Semesters have 6 pay periods & Quarters have 4)

B. **Daily Wages**: Total Wages Earned (Divided By) Number of Academic Work Days in the Term = Daily Wages (See HR chart for campus specific information)

C. **Weekly Wages**: Daily Wages (Multiply by) 5 Days in a Work Week = Weekly Wages

D. **Hourly Wages**: 3 Steps to getting your Hourly Wages.
   
   **Step 1: Calculate Time-base**
   Number of Units Worked in Spring (Divided By) 15 Units (Max units per term)= Time-base

   **Step 2: Calculate Average Weekly Hours**
   Time-base (Multiply by) 40 Hours in a work Week = Average Weekly Hours

   **Step 3: Hourly Wages**
   Weekly Wages (Divided By) Average Weekly Hours = Hourly Wages
Add Employment Information

Add additional employer information if applicable.

1. *Did you work for any employer from 01/01/2019 to 03/31/2020? ○ Yes ○ No

   If you select "Yes", turn to the next page so you can see the screen EDD will generate for you to complete

Employment History

1. From 01/01/2019 to 03/31/2020, did you work for any other employers not listed above? ○ Yes ○ No

2. From 01/01/2019 to today, which employer did you work for the longest? ○

   2a. How long did you work for that employer? ○

   CSU Northridge

   Years: 1
   Months: 6

   2b. Select the industry that best describes this employer. ○

   2c. What type of business did that employer operate? (For example: retail furniture sales, legal services, software manufacturing, road construction, etc.) ○

   2d. What kind of work did you do for that employer? ○
This applies to lecturers who have other employment outside of CSUN.
Provide information for your other employer outside of CSUN.
Add Employment Information

Add additional employer information if applicable.

1. *Did you work for any employer from 01/01/2019 to 03/31/2020?*
   - Yes
   - No

**Employment History**

1. From 01/01/2019 to 03/31/2020, did you work for any other employers not listed above?
   - Yes
   - No
2. From 01/01/2019 to today, which employer did you work for the longest?
   - CSU Northridge
   - How long did you work for that employer? 1 Year 6 Months
   - Select the industry that best describes this employer.
   - What type of business did that employer operate? (For example: retail furniture sales, legal services, software manufacturing, road construction, etc.)
   - What kind of work did you do for that employer?

---

Step 1

Previous  | Save as Draft  | Cancel  | Next  | Page 23
Step 1
Click on the drop-down menu, which will give you a number of choices. We recommend selecting “services”.

Step 1
**Step 2**

### Last Employer

You previously provided CSU Northridge as your last employer. If you worked for CSU Northridge from 01/01/2019 to 03/31/2020, add additional information below.

### Add Employment Information

Add additional employer information if applicable.

1. *Did you work for any employer from 01/01/2019 to 03/31/2020?*
   - Yes
   - No

### Employment History

1. From 01/01/2019 to 03/31/2020, did you work for any other employers not listed above?
   - Yes
   - No

2. From 01/01/2019 to today, which employer did you work for the longest?
   - CSU Northridge

2a. How long did you work for that employer?
   - Years: 1
   - Months: 6

2b. Select the industry that best describes this employer:
   - State Agency

2c. What type of business did that employer operate? (For example, retail furniture sales, legal services, software manufacturing, road construction, etc.)
   - Education

2d. What kind of work did you do for that employer?
   - Add Work Type
We recommend typing in “University”…

…then clicking on the “search” button, which will then give you a number of options to select from on the next screen.

Step 2
Step 2

**Search Results**

<table>
<thead>
<tr>
<th>Select</th>
<th>Work Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>COLLEGE OR UNIVERSITY</td>
<td>EDUCATION ADMINISTRATORS</td>
</tr>
<tr>
<td></td>
<td>DEPT HEAD, COLLEGE OR UNIVERSITY</td>
<td>EDUCATION ADMINISTRATORS</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>LECTURERS</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>ENGINEERING TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>MATHEMATICAL SCIENCES TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>COMPUTER SCIENCE TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>ALL OTHER POSTSECONDARY TEACHERS</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>LIFE SCIENCES TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>CHEMISTRY TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>PHYSICS TEACHERS, POSTSECONDARY</td>
</tr>
</tbody>
</table>
Last Employer

You previously provided CSU Northridge as your last employer. If you worked for CSU Northridge from 01/01/2019 to 03/31/2020, add additional information below.

Add Employment Information

Add additional employer information if applicable.

1. *Did you work for any employer from 01/01/2019 to 03/31/2020? ○ Yes ○ No

Employment History

1. From 01/01/2019 to 03/31/2020, did you work for any other employers not listed above? ○ Yes ○ No
2. From 01/01/2019 to today, which employer did you work for the longest? ☐
   2a. How long did you work for that employer? ☐
   Years: 1  Months: 6
   State Agency: CSU Northridge
   Add Business Type
   Add Work Type

2b. Select the industry that best describes this employer ☐
2c. What type of business did that employer operate? (For example: retail furniture sales, legal services, software manufacturing, road construction, etc.) ☐
   Education
   FACULTY MEMBER, COLLEGE OR UNIVERSITY

2d. What kind of work did you do for that employer? ☐

Previous  Save as Draft  Cancel  Next
The answer to this question is “no” even if you have an offer from your Chair. Keep in mind that as a lecturer, offers are contingent on budget and enrollment, and therefore do not constitute reasonable assurance of work.
Answer the questions about your work-related skills and availability then select Next.

*Indicates required field

1. *What type of work do you normally perform? ☐

2. *What other type of work can you perform? ☐

3. *Is the type of work you normally perform seasonal? ☐

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

5. *Do you have a date to start work? ☐

6. *Are you ready and willing to accept work that matches your work skills and educational background? (Example: If offered a job, would you be able to accept it?)

7. *Are you currently self-employed (have your own business or work as an independent contractor) or plan to become self-employed?

8. *Are you a member of a union or a non-union trade association?

Add Work Type
Add Work Type

Step 3

Previous  Save as Draft  Cancel  Next
Step 3

We recommend typing in “faculty”…

…then clicking on the “search” button, which will then give you a number of options to select from on the next screen.
### Search Results

<table>
<thead>
<tr>
<th>Select</th>
<th>Work Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FACULTY DEAN</td>
<td>EDUCATION ADMINISTRATORS</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>LECTURERS</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>ENGINEERING TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>MATHEMATICAL SCIENCES TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>COMPUTER SCIENCE TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>ALL OTHER POSTSECONDARY TEACHERS</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>LIFE SCIENCES TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>CHEMISTRY TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>PHYSICS TEACHERS, POSTSECONDARY</td>
</tr>
<tr>
<td></td>
<td>FACULTY MEMBER, COLLEGE OR UNIVERSITY</td>
<td>ALL OTHER PHYSICAL SCIENCES TEACHERS, POSTSECONDARY</td>
</tr>
</tbody>
</table>

- **Step 3**: Select the appropriate work type and click on **Save**.
Important: If you are not yet a member of your union, please take a few seconds to join online at: https://www.calfac.org/join-cfa
**Additional Information**

1. *Are you receiving, or will you receive within the next two weeks, a pension or retirement that is not Social Security or Railroad Retirement, which is based on your own work or wages?*
   - Yes
   - No

2. *Are you receiving or do you expect to receive workers' compensation?*
   - Yes
   - No

3. *Are you currently attending or have a scheduled start date to attend school or training?*
   - Yes
   - No

4. *Are you now or have you been in the last 18 months an officer of a corporation, officer of a union, or the sole or major stockholder of a corporation?*
   - Yes
   - No

5. *Did you serve as elected public official or Governor-exempt appointee in the last 18 months?*
   - Yes
   - No
Answer the disaster-related question(s) and select Next to continue.

*Indicates required field

1. *Are you unemployed as a direct result of a recent disaster (for example: earthquake, flood, mudslide, or fire) in California?  
   ○ Yes ○ No

Previous  Save as Draft  Cancel  Next
Always print the Application Summary before submitting the application for your records and future reference.
### Driver License or ID Card Information

1. Do you have a state issued Driver License or ID card? 
   1a. Select the issuing state or entity.
   1b. Enter Driver License or ID card number.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>CA - California</td>
</tr>
<tr>
<td>N2457215</td>
<td></td>
</tr>
</tbody>
</table>

### Prior Claim Information

1. Between 04/28/2018 - 04/27/2020 did you file a claim(s), reopen a claim(s), or collect benefits under the Unemployment Insurance (UI), Disability Insurance (DI) or Paid Family Leave (PFL) program(s)?

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>No</td>
<td></td>
</tr>
</tbody>
</table>

### Contact Information

1. What is your mailing address?
   - Number, Street, and Apartment/Unit or PO Box Number: 3766 Lecturer Ave
   - City: Los Angeles
   - State: CA - California
   - ZIP Code: 91320

2. Is your residence address the same as your mailing address? Yes
3. If you do not live in California, select the name of the county or county-equivalent (for example, parish, borough, census area, independent city, etc.) where you live.

4. Phone Number:
   - 4a. Phone Type: Cell Phone
   - 818-677-5919

### Citizenship Information

1. Are you a U.S. Citizen or National? Yes
Statistical Information

1. Education
2. Are you a Veteran?
3. What race or ethnic group do you identify with?
4. Do you have a disability?
5. Preferred spoken/written language?

Masters or Doctorate Degree
No
I Choose Not to Answer
I Choose Not to Answer

Spoken Language: English
Written Language: English

Last Employer

<table>
<thead>
<tr>
<th>Employer Name</th>
<th>Employer Mailing Address 1</th>
<th>Employer Physical Address 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSU Northridge</td>
<td>18111 Northhoff</td>
<td>18111 Northhoff</td>
</tr>
<tr>
<td></td>
<td>Northridge, CA 91330</td>
<td>Northridge, CA 91330</td>
</tr>
<tr>
<td></td>
<td>Phone Number: 8186772101</td>
<td>Phone Number: 8186772101</td>
</tr>
</tbody>
</table>

Last Employer Information

1. What is the first and last name of your immediate supervisor?
Name of your Department Chair
04/17/2020

2. Last Date Worked

Important!
Your last employer will be contacted to verify the reason you are no longer working. Providing false information is considered fraud and may result in penalties.

Separated Category: Laid Off/No Work
Separation Explanation: Assignment completed

4. If you received, or if you expect to receive, any payments from your very last employer or any other employer other than your regular wages, report the payment below.

<table>
<thead>
<tr>
<th>4a. Holiday Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
</tr>
<tr>
<td>From Date</td>
</tr>
<tr>
<td>To Date</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4b. Vacation Pay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
</tr>
<tr>
<td>From Date</td>
</tr>
<tr>
<td>To Date</td>
</tr>
</tbody>
</table>
Unemployment Insurance Application

Last Employer Information

1. What is the first and last name of your immediate supervisor? Name of your Department Chair
2. Last Date Worked
   04/17/2020
   Important!
   Your last employer will be contacted to verify the reason you are no longer working. Providing false information is considered fraud and may result in penalties.

   Separation Category: Laid Off/No Work
   Separation Explanation: Assignment completed

4. If you received, or if you expect to receive, any payments from your very last employer or any other employer other than your regular wages, report the payment below:

   4a. Holiday Pay
   4b. Vacation Pay
   4c. Severance Pay
   4d. In-Lieu-Of-Notice Pay
   4e. Other Pay

Add Employment Information

1. Did you work for any employer from 01/01/2019 to 03/31/2020? No

Employment History

1. From 01/01/2019 to 03/31/2020, did you work for any other employers not listed above? No
2. From 01/01/2019 to today, which employer did you work for the longest? CSU Northridge
   2a. How long did you work for that employer?
**Employment History**

1. From 01/01/2019 to 03/31/2020, did you work for any other employers not listed above? **No**
2. From 01/01/2019 to today, which employer did you work for the longest?
   2a. How long did you work for that employer? **No**
   2b. Select the industry that best describes this employer:
      - Years: 1
      - Months: 6
      - State Agency
      - Education
      - FACULTY MEMBER, COLLEGE OR UNIVERSITY

**School Employee Information**

1. Did you work for or provide services to or on behalf of any educational institution between 01/01/2019 to today? **Yes**
   1a. Are you applying for Unemployment Insurance benefits because you are currently in a recess period or on a school break? **No**
   1b. Has your employer given you reasonable assurance (a verbal, written, or implied agreement), that you will return to work after the recess period or school break ends? **No**

**Availability Information**

1. What type of work do you normally perform? **FACULTY MEMBER, COLLEGE OR UNIVERSITY**
2. What other type of work can you perform? **FACULTY MEMBER, COLLEGE OR UNIVERSITY**
3. Is the type of work you normally perform seasonal? **No**
4. Do you expect to return to work for a former employer? **No**
5. Do you have a date to start work? **No**
6. Are you ready and willing to accept work that matches your work skills and educational background? (Example: If offered a job, would you be able to accept it?) **Yes**
### Availability Information

1. What type of work do you normally perform?
2. What other type of work can you perform?
3. Is the type of work you normally perform seasonal?
4. Do you expect to return to work for a former employer?
5. Do you have a date to start work?
6. Are you ready and willing to accept work that matches your work skills and educational background? (Example: If offered a job, would you be able to accept it?)
7. Are you currently self-employed (have your own business or work as an independent contractor) or plan to become self-employed?
8. Are you a member of a union or a non-union trade association?
   - 8a. What is the name of your union or non-union trade association?
   - 8b. What is your union local number? (Enter zero "0" for non-union trade association.)
   - 8c. What is the phone number of your union or non-union trade association?
   - 8d. Does your union or non-union trade association look for work for you?
   - 8e. Does your union or non-union trade association control your hiring?
   - 8f. Are you registered with your union or non-union trade association as out of work?
   - 8g. Are you going to receive strike benefits?

### Additional Information

1. Are you receiving, or will you receive within the next two weeks, a pension or retirement that is not Social Security or Railroad Retirement, which is based on your own work or wages?
2. Are you receiving or do you expect to receive workers compensation?
3. Are you currently attending or have a scheduled start date to attend school or training?
4. Are you now or have you been in the last 18 months an officer of a corporation, officer of a union, or the sole or main stockholder of a corporation?
Always print the Application Summary before submitting the application for your records and future reference.
Coronavirus 2019 (COVID-19)

En español

California is responding to the spread of a respiratory illness caused by a new coronavirus (COVID-19). While investigations to learn more about the virus are ongoing, workers and employers should review their health and safety procedures to help prevent exposure to the virus.

The EDD provides a variety of support services to people who have lost their jobs or have had their hours reduced due to the impacts of COVID-19 in California. For faster and more convenient access to those services, we encourage the use of our online options.

For the latest Unemployment Insurance claim data available, visit the Newsroom.

Latest News

We have reviewed the federal CARES Act and are pleased to report that on Sunday, for the week ending April 11, the EDD will begin issuing the new $600 additional unemployment benefit payments funded by the federal government. Visit the Latest News for Workers for the details.

- In addition, the EDD has launched a new Pandemic Unemployment Assistance page to keep you informed of eligibility requirements and the around-the-clock effort to build this new program from the CARES Act. This complex program to serve those who don’t usually qualify for regular Unemployment Insurance (UI) benefits, including businesses and the self-employed, has to be developed and could rival the size of the current UI program EDD administers for unemployed workers.
- The EDD will also keep you posted on the CARES Act provision establishing a new 13-week extension of benefits paid for by the federal government on regular state UI claim between March 29, 2020 and the end of 2020. This too also requires an extensive effort to implement these new extended benefits.
Latest News

We have reviewed the federal CARES Act and are pleased to report that on Sunday, for the week ending April 11, the EDD will begin issuing the new $600 additional unemployment benefit payments funded by the federal government. Visit the Latest News for Workers for the details.

- In addition, the EDD has launched a new Pandemic Unemployment Assistance page to keep you informed of eligibility requirements and the around-the-clock effort to build this new program from the CARES Act. This complex program to serve those who don’t usually qualify for regular Unemployment Insurance (UI) benefits, including businesses and the self-employed, has to be developed and could rival the size of the current UI program EDD administers for unemployed workers.
- The EDD will also keep you posted on the CARES Act provision establishing a new 13-week extension of benefits paid for by the federal government when someone exhausts their regular state UI claim between March 29, 2020 and the end of 2020. This too also requires an extensive effort to implement these new extended benefits.

For more detailed updates, visit Worker Resources or Employer Resources.

Resources
Resources

Employment Resources

- Labor and Workforce Development Agency – Resources for employers and workers including workers’ compensation and paid sick leave.
- Labor Commissioner’s Office FAQs – Employee leave options, compensation, and salary.
- Department of Fair Employment and Housing – Job protection and employment discrimination.
- OnwardCA – One-stop resource for Californians impacted by job loss during the COVID-19 pandemic.

Additional Resources

- California Public Utilities Commission – Learn what utility assistance programs are available.
- Covered California – Resources to get information and apply for low- or no-cost health insurance.
- California Department of Public Health
- Centers for Disease Control and Prevention
- World Health Organization
Sample Appointment Letter

Monthly Salary
$4868.00
The EDD Debit Card

Please note: EDD no longer sends paper checks. Instead you need to sign up for a Bank of America Debit Card like the one below. [www.edd.ca.gov/about_EDD/The_EDD_Debit_Card.htm](http://www.edd.ca.gov/about_EDD/The_EDD_Debit_Card.htm)

The EDD Debit Card

En español

May 1, 2015 8 a.m.

*Update: Information about Bank of America’s Daily Balance Alerts.*

- About The EDD Debit Card℠
- EDD Debit Card℠ Benefits
- Debit Card Options and Activating Your Card
- Replacing Your Card
- Expired Cards
- Fees
- Returning Your EDD Debit Card℠
- Additional Information
- EDD Debit Card℠ YouTube Video: How to Use the Card and Avoid Fees
- For the Media
EDD TELEPHONE INTERVIEW INSTRUCTIONS  
December 2014

During the interview you may be asked some of the following questions:

1. Will you be returning to work for a school employer at the end of the recess period?
2. When did you last work for any school employer?
3. What is the name and address of the employer?
4. Are you on a recess period?
5. When did your recess period begin and when does it end?
6. What kind of work did you perform for a school employer in the last year/term?

7. What was your employment status on your last job with a school employer?
   - Permanent, Temporary, Part-Time, Tenured, Substitute, Other. If other, be prepared to explain. Will you return to work for any school employer at the end of the recess period?

If yes,
1) What are the name(s) address(es) and phone number(s) of the school employers?
2) How were you notified? In writing, verbally, Other (explain).
3) Who notified you? Name?, Title?, Phone No.?
4) What date were you notified?

Is the work you were offered contingent on enrollment, funding or program changes? If yes,
1) Do you have a written contract or agreement?
2) What are the terms of the agreement?

Are you on a list to be called to work by your school employer or another school employer during the recess period?
   If yes,
1) What is the name and address of the school employer?
2) What is the name, title and phone number of the person who notified you?
Note: It is now quicker and easier to receive your benefits if you certify your claims online.
Note: You must register with CalJOBS if you are not already registered.
How to deal with an EDD Audits/UI Denials

• As soon as you receive an EDD overpayment/audit notice or notice of denied Unemployment Insurance (UI) Benefits, contact CFA so we can help you.

• The CFA Lecturer Handbook is also a great resource for information on UI Benefits - pages 24 - 28, which can be found at [https://www.calfac.org/pod/lecturers-handbook-2014-2020](https://www.calfac.org/pod/lecturers-handbook-2014-2020)
# EDD Phone Contact

<table>
<thead>
<tr>
<th>Language</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>800-300-5616</td>
</tr>
<tr>
<td>Spanish</td>
<td>800-326-8937</td>
</tr>
<tr>
<td>Cantonese</td>
<td>800-547-3506</td>
</tr>
<tr>
<td>Mandarin</td>
<td>866-303-0706</td>
</tr>
<tr>
<td>Vietnamese</td>
<td>800-547-2058</td>
</tr>
<tr>
<td>Outside California but within the United States, Canada, Puerto Rico, or the Virgin Islands</td>
<td>800-250-3913</td>
</tr>
<tr>
<td>TTY (Non Voice)</td>
<td>800-815-9387</td>
</tr>
</tbody>
</table>
Become a Member

- You can join online at:
  https://www.calfac.org/join-cfa

Wishing you a safe and healthy summer.