

Use these instructions if:

- You have a previous or current unemployment insurance claim
- and
- You already created a NY.GOV ID, but not with the Department of Labor

Example: Your NY.GOV ID was created at another agency, such as DMV

⇒ After navigating to the NY.GOV Sign In page:

New York State State Agencies Search all of NY.gov

DEPARTMENT OF LABOR Online Services For Individuals Search DOL Translate

Individuals Businesses Government & Research Other Information

Home > Online Services For Individuals

Online Services For Individuals

NY.GOV ID

Username
uibtestuser192

Password
••••••

Sign In

Forgot your [Username](#) or [Password](#)?

If you do not have a NY.GOV Account

Create Account

[NY.GOV - Terms of Service](#)

Welcome to Online Services. You can use Online Services to:

- File a claim for Unemployment Insurance Benefits
- Claim weekly Unemployment Insurance Benefits
- Change your banking information or payment method
- Change your tax withholding information
- Check on the status of your payments
- View/print your 1099G
- Receive important messages from the Department of Labor

When you can file a claim online and access other online services	When you can claim weekly benefits
<ul style="list-style-type: none">• Monday to Thursday 7:30 am to 7:30 pm• Friday from 7:30 am to 5 pm• Weekends from 12:01 am Saturday to 7 pm Sunday	<ul style="list-style-type: none">• Sunday from 12:01 am to midnight• Monday to Friday from 7:30 am to midnight• Saturday from 12:01 am to midnight

If you already have a NY.GOV ID, please enter your Username and Password in the box on the left and click on 'Sign In'.

If you do not have a NY.GOV ID, click on 'Create Account'. You will be asked for some basic personal information, including an [e-mail address](#) you use regularly.

- ▶ [What is NY.GOV?](#)
- ▶ [Username Guidelines](#)
- ▶ [Password Guidelines](#)

If you cannot use our system without the help of another person, you must make sure you are present each time that person enters our system for you. This includes entering your Username and Password. You will be responsible for your helper's actions. You may be subject to penalties, including loss of benefits, if you are not present.

Please do not use the 'BACK' button on your browser when using Online Services for Individuals.

[Contact Us](#) | [Accessibility Policy](#) | [Privacy Policy](#) | [Document Readers](#)

Step 1:

- Enter the Username and Password that you created at another agency.
- Click the 'Sign In' button.

Guide No. 2 –UI claimant with NY.GOV ID from another agency

⇒ After clicking the 'Sign In' button, the **Account Profile** screen is displayed, along with a message to update your Profile information.

New York State State Agencies Search all of NY.gov

DEPARTMENT OF LABOR Online Services For Individuals FNabc LNabc Sign Out Translate Search DOL

Individuals Businesses Government & Research Other Information

My Account Services Account Overview Account Profile Password Hint Questions Change Password

Home > Online Services For Individuals > Account Profile

Account Profile

Please update or confirm your profile before continuing to Online Services.

* Indicates required fields

Profile Information

First Name	Middle Initial	Last Name
FNabc	LNabc	LNabc

Username
uibtestuser192

E-mail Address*

Date of Birth*
 (mm/dd/yyyy)

Save

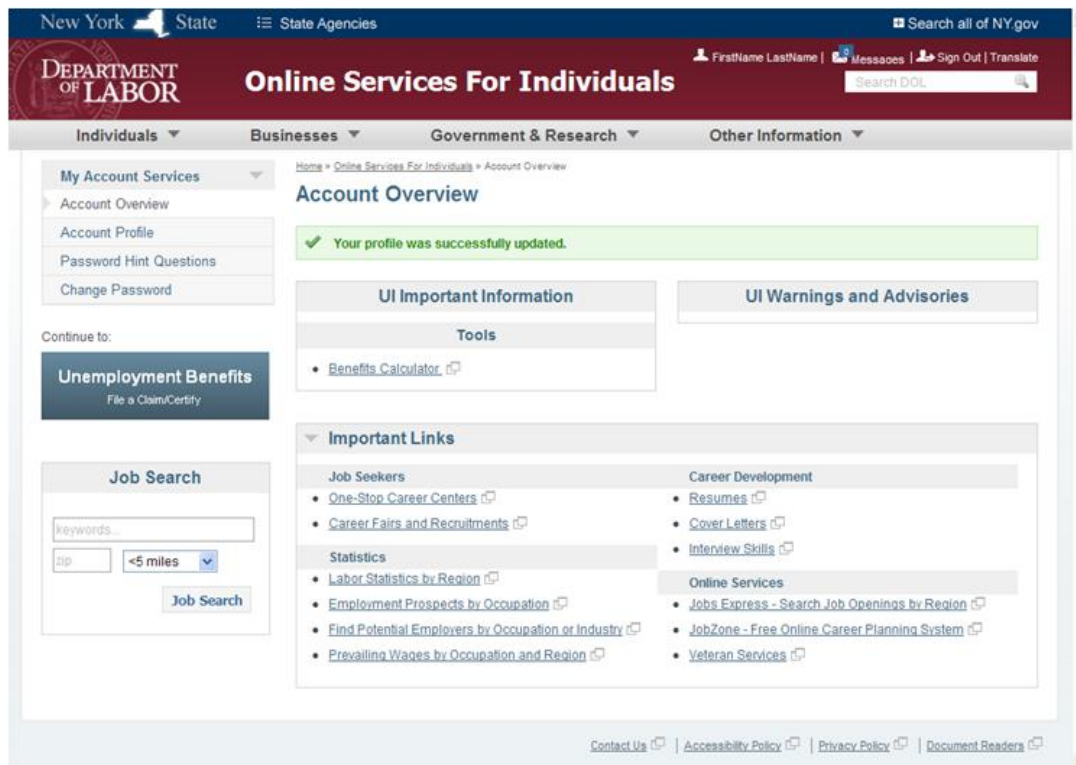
Contact Us Accessibility Policy Privacy Policy Document Readers

Step 2:

- Because you created your NY.GOV ID at another agency, verify and/or change the e-mail address and date of birth, if needed. *Note: No change is required if the information is still correct.*
- Click the 'Save' button.

Guide No. 2 –UI claimant with NY.GOV ID from another agency

⇒ After clicking the 'Save' button, the **Account Overview** landing page is displayed, with a confirmation message that the profile was updated. You will see this message even if you didn't change any of your profile information.



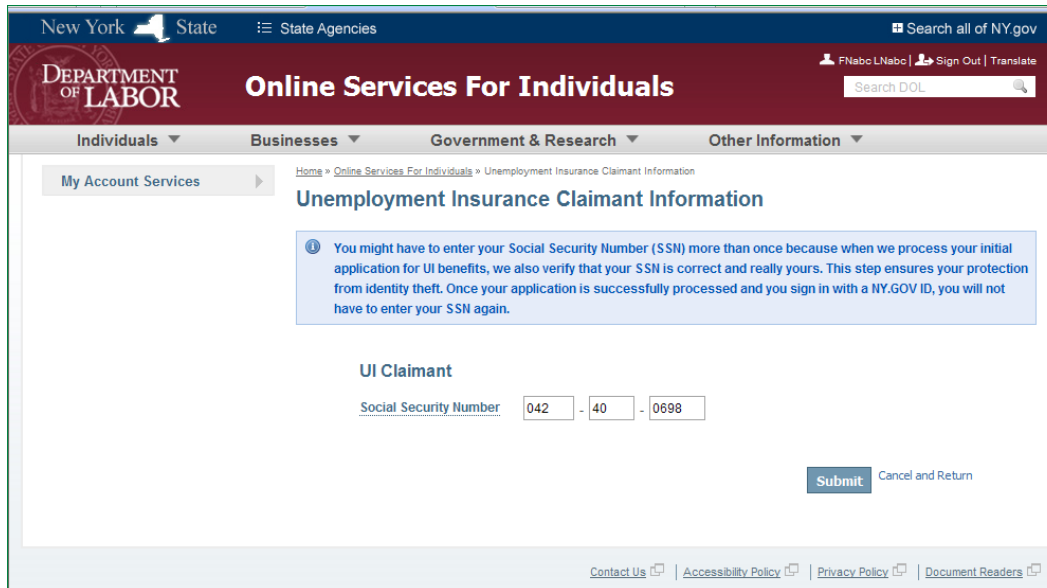
Step 3:

- Click the 'Unemployment Benefits' button.

Note: In the upper right corner of the screen is a link to the Message Inbox, and a small blue number that tells you if you have any new messages. In this screen shot, the message indicator says '0', meaning no new messages.

Guide No. 2 –UI claimant with NY.GOV ID from another agency

⇒ The system prompts you to enter your Social Security number (SSN).



The screenshot shows the New York State Department of Labor website. The header includes 'New York State' and 'State Agencies'. The main navigation bar has 'Individuals', 'Businesses', 'Government & Research', and 'Other Information'. The page title is 'Online Services For Individuals'. A search bar is visible in the top right. The main content area is titled 'Unemployment Insurance Claimant Information'. A blue information box states: 'You might have to enter your Social Security Number (SSN) more than once because when we process your initial application for UI benefits, we also verify that your SSN is correct and really yours. This step ensures your protection from identity theft. Once your application is successfully processed and you sign in with a NY.GOV ID, you will not have to enter your SSN again.' Below this, the 'UI Claimant' section has a 'Social Security Number' field with the value '042 - 40 - 0698'. A 'Submit' button and a 'Cancel and Return' link are at the bottom right of the form area. Footer links include 'Contact Us', 'Accessibility Policy', 'Privacy Policy', and 'Document Readers'.

Step 4:

- Enter the SSN.
- Click the 'Submit' button.
- The system will search the DOL system to see if this SSN is already on file.

Guide No. 2 –UI claimant with NY.GOV ID from another agency

⇒ When the system finds the SSN is on file with the DOL, the following screen is displayed:

Step 5:

- Enter 4 numbers in the 4-digit PIN field.
- Click the 'Submit' button.
- The system will check to see if the PIN entered matches the PIN on file with DOL.

Guide No. 2 –UI claimant with NY.GOV ID from another agency

⇒ When the system finds that the PIN matches the PIN on file, the following page is displayed:

The screenshot shows the New York State Department of Labor website. The header includes the New York State logo, 'State Agencies', and a search bar for 'Search all of NY.gov'. The main title is 'New York State Department of Labor'. The page is titled 'Unemployment Insurance Benefits Online'. A sidebar on the left contains 'Unemployment Benefits Online' and 'My Account Services' with links for 'Sign Out', 'Privacy Policy', and 'Help'. The main content area lists four options: 'Claim weekly benefits for your current claim', 'Inquire about your payment history', 'Payment and Tax Withholding Options, and View/Print 1099G', and 'Cancel and Sign Out'. Each option includes a brief description and a corresponding button.

New York State State Agencies Search all of NY.gov

New York State Department of Labor

Unemployment Benefits Online

My Account Services «
Sign Out «
Privacy Policy «
Help «

Unemployment Insurance Benefits Online

Please select from one of the following:

[Claim weekly benefits for your current claim](#)
You may use this system to claim benefits for last week, the week beginning Monday, 5/28/2012 and ending Sunday, 6/3/2012. This system is available Monday through Friday from 7:30 am until midnight and all day Saturday and Sunday. To claim benefits for a previous week, you must call the Telephone Claims Center at 1-888-209-8124 (1-877-358-5306 for out-of-state residents).

[Claim Weekly Benefits](#)

[Inquire about your payment history](#)
You will be provided with current claim information, the date your last payment was released, and a history of all benefit payments processed. This online system is available between the hours of 7:30 am to 7:30 pm Monday through Thursday (Eastern Time), Friday, 7:30 am to 5:00 pm, all day Saturday, and Sunday until 7:00 pm.

[View Payment History](#)

[Payment and Tax Withholding Options, and View/Print 1099G](#)
You may use this system to change your current payment option or your current Federal and/or State tax withholding options. You may also use this system after January 15 each year to view and print the 1099G for the prior calendar year. This online system is available between the hours of 7:30 am to 7:30 pm Monday through Thursday (Eastern Time), Friday, 7:30 am to 5:00 pm, all day Saturday, and Sunday until 7:00 pm.

[Payment and Tax Withholding Options, and View/Print 1099G](#)

[Cancel and Sign Out](#)

[Sign Out](#)