

# FACT SHEET



## HOW UNEMPLOYMENT BENEFITS ARE COMPUTED

Unemployment Insurance (UI) benefits are available to workers who are unemployed through no fault of their own.

When applying for UI benefits, individuals must first meet monetary eligibility criteria. After the Employment Development Department (EDD) determines an individual earned enough money during a four-quarter base period, the EDD determines if the individual meets other criteria, such as being able and available to work, and actively seeking work. The following information describes the monetary requirements to establish a UI claim.

Your UI weekly benefit, called the Weekly Benefit Amount, and the total benefits available in your claim, called your Maximum Benefit Amount, are both based on the wages you earned in the Base Period of your claim. To establish a valid claim, you must have earned at least:

- \$1,300 in one quarter of your Base Period.
- \$900 in your highest quarter and total base period earnings of 1.25 times your high quarter earnings.

Your Base Period is a 12-month period of time. Each Base Period has four quarters of three months each. There are two types of base periods that may be used to establish a claim:

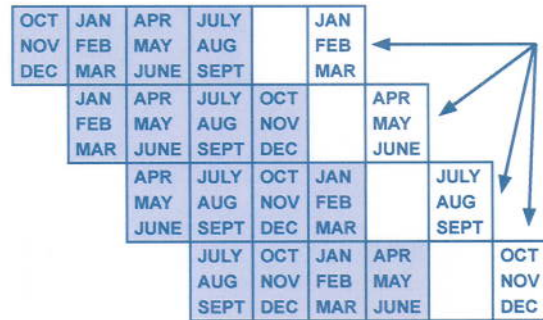
- Standard Base Period
- Alternate Base Period

For more information regarding the two types of base periods, see the explanations below.

### Standard Base Period

The **Standard Base Period** is the **FIRST** four of the last five completed calendar quarters prior to the beginning date of the UI claim.

For information on what your **STANDARD** Base Period may be when you file your claim, refer to the chart above. The shaded area represents the Base Period. The non-shaded area represents the month the claim is filed.

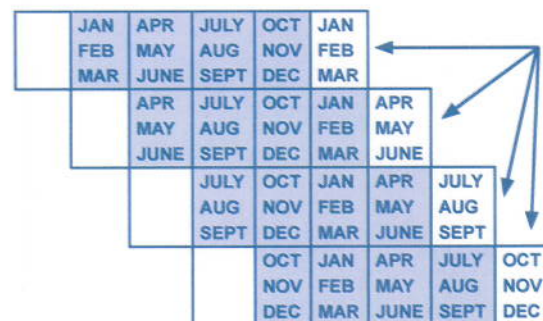


If your claim begins in:

### Alternate Base Period

If you are filing a claim effective April 1, 2012 or after, and you do not have sufficient wages in the Standard Base Period to establish a claim, the EDD will automatically consider whether you have enough wages to file a claim using the Alternate Base Period. The Alternate Base Period can **only** be used to file a UI claim when there are not enough wages earned in the Standard Base Period to file a monetarily valid UI claim, and there are enough wages in the Alternate Base Period.

The **Alternate Base Period** is the **LAST** four completed calendar quarters prior to the beginning date of the claim. For information on what your **ALTERNATE** Base Period may be when you file your claim, refer to the chart below. The shaded area represents the Base Period. The non-shaded area represents the month the claim is filed.



If your claim begins in:

An Alternate Base Period claim can only be filed when there are not enough wages earned in the Standard Base Period to file a valid claim, and you meet all other eligibility criteria to qualify for UI benefits.

There are three ways to file a claim:

## HOW TO FILE

### ONLINE

File online with eApply4UI – the fast, easy way to file a UI claim! You can file a new claim, or reactivate an existing claim anytime, at your convenience, in English or Spanish with eApply4UI. It is secure, reliable, and available 24 hours a day.



[www.edd.ca.gov/eapply4ui](http://www.edd.ca.gov/eapply4ui)

### TELEPHONE

To speak with a customer service representative, call one of the toll-free numbers from anywhere in the U.S., between 8 a.m. and 12 noon. (Pacific Standard Time), Monday through Friday, except holidays:

English	1-800-300-5616
Mandarin	1-866-303-0706
Spanish	1-800-326-8937
Vietnamese	1-800-547-2058
Cantonese	1-800-547-3506
TTY (Non-Voice)	1-800-815-9387

### MAIL OR FAX

File a UI Application by mail or fax, access the application online at [www.edd.ca.gov/Unemployment](http://www.edd.ca.gov/Unemployment). An application for UI can be filled out online and printed, or it can be printed and completed by hand. Mail or fax your UI application using the mailing address or fax number on the application.

The EDD is an equal opportunity employer/program.  
Auxiliary aids and services are available upon request to individuals with disabilities.