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- File Partial Unemployment Insurance Claims

File Partial Unemployment Insurance Claims

Partial unemployment insurance claims may be filed by employers for full-time employees who work less than full-time during a pay period due to lack of work only. The employees must still be attached to the employer and must have earned wages that do not exceed the weekly benefit amount plus \$50.00.

- Partial Claims should not be filed when an employee is out of work due to disability, worker's compensation or medical leave.
- Partial Claims should not be filed when an employee is not able and available to accept all work offered by the employer.

Partial claims may be filed via the Internet, on tape or diskette, or by mail. Filing Internet claims requires the employer to access the Employer Portal. Filing partial claims electronically via the Internet results in faster payment. Paper filed partial claims require manual review and processing; therefore, payments may be significantly delayed during peak periods.

Unemployment benefits can be received by direct deposit or debit card. Individuals can enroll, update, or cancel direct deposit information online. If no direct deposit information exists or there has been no direct deposit activity for 90 days, benefit payments will be deposited to a Georgia UI Way2Go Debit MasterCard®, operated by the Go Program® and issued by Comerica. The debit card is valid for three years and is mailed to the employee address entered when the partial claim is filed. Please call UI Debit MasterCard® at 1-888-929-2460 if the card is not received or to report the card as lost or stolen.