

What Members of Trade Unions Should Know About Unemployment Benefits

If you are a member in good standing of a trade union that has a hiring hall or referral service, you may not be required to conduct a work search or register with Wisconsin Job Service to be eligible for unemployment benefits.

If you believe that you may be eligible to have your work search and/or job service registration requirements waived, and if you have not yet filed a new claim or reopened an existing claim, you are encouraged to follow your union's procedures to have your name added to your union's out-of-work list for possible referrals for jobs before filing for unemployment benefits. If you are eligible to have your work search and job registration requirements waived, this will ensure that the waiver is effective as of when you filed your claim.

In addition, if you attended or are attending school/training, Unemployment may need to investigate an eligibility issue. Additional information is explained below.

Frequently Asked Questions

Which union members qualify for a work search waiver?

To qualify for a work search waiver based on union membership, you must meet the following criteria:

1. You must be a member in good standing in a trade union,
2. You must be on the union's out-of-work list,
3. And the trade union must be approved by the department by meeting the conditions outlined in [DWD 127.02\(4\)](#).

If any of these requirements are not met, you may qualify for a work search waiver for a different reason. Other types of work search waivers include:

- Reasonable expectation of returning to work for a former employer within 8 weeks of filing an initial claim.
- Still working for a customary employer, but at reduced hours.
- Starting a new job with a new employer within 4 weeks.
- Attending a course of approved training (for union members, this usually includes apprenticeship training.)

For more information, see <https://dwd.wisconsin.gov/ui/worksearch>

What does it mean to be a member of good standing?

Being a member in good standing means your trade union membership dues are up to date and your membership is not suspended for any reason.

What does it mean to be on my union's out of work list?

Being on the union's out-of-work list means you followed your union's procedures of having your name added to their out-of-work list for possible referral for jobs and that you followed your union's rules to be active on the list.

What is an Approved Union?

Approved unions are trade unions that have a hiring hall or job referral service. Trade unions represent construction workers, painters, operating engineers, electrical workers, and other trades. Not all unions are trade unions.

- The union must meet the conditions outlined in [DWD 127.02\(4\)](#).
- The union must have an agreement with the department to abide by the conditions of [DWD 127.02\(4\)](#).

How can my union become an Approved Union?

A union representative or designated staff may call the Employer Assistance Line at (414) 438-7705 or send an email to UIEmployerFeedback@dwd.wisconsin.gov including the union name and local number, and the representative's name, phone number, and address.

My union is not an Approved Union, but I am on the out-of-work list of an Approved Union as a traveler. Am I qualified for a work search waiver?

You do not qualify for a work search waiver based on membership in an approved union, however, depending on your circumstances, you may qualify for a different work search waiver.

What is a hiring hall?

A hiring hall is a place where a trade union refers union workers to available jobs.

I am a union member, and I filed an initial claim and did not get a work search waiver. How do I correct that?

If you meet the qualifications listed above, you may call the Claimant Assistance Line at (414) 435-7069 or toll-free (844) 910-3661 during business hours to request a work search waiver.

I am a union member, and I filed an initial claim and was told I need to register with the Job Service of Wisconsin or the Job Service in the state I reside in. How do I correct that?

If you meet the qualifications listed above, you may call the Claimant Assistance Line at (414) 435-7069 or toll-free (844) 910-3661 during business hours to request the Job Service registration requirement be waived.

I received a determination denying benefits because I did not search for work or did not register with Wisconsin or my state of residence's Job Service. What should I do?

- Follow the appeal instructions on your determination.
- If you met the conditions listed above to be qualified for a work search waiver during the week(s) of benefit denial, you may contact the Claimant Assistance Line at (414) 435-7069 or toll-free (844) 910-3661 during business hours to request the denial decision be reviewed.

I am in a union apprenticeship. How do I report my school attendance on my unemployment claim?

Your initial claim application will include one or more questions regarding school attendance. If you are in a union apprenticeship, you must report that you are attending or you plan to attend school or training within the time frame specified.

- If your union apprenticeship training is or will be in Wisconsin, answer "Yes" to the question, "Are you enrolled in an Apprenticeship administered by the Department of Workforce Development?"
- If your union apprenticeship training is not in Wisconsin, answer "No" to the question, "Are you enrolled in an Apprenticeship administered by the Department of Workforce Development?". After selecting "No", select the option, "My training was not under one of the programs listed above." Fill in the rest of the information requested about your training.

If you are filing a weekly claim certification for a week during which you attended apprenticeship training, you must answer "Yes" to the question, "During the week, did you attend school or training classes in person or online anytime between the hours of 7 a.m. and 5 p.m. Monday through Friday?" if you attended training during that timeframe. After selecting "Yes", you will be presented with a multiple-choice question.

- If your union apprenticeship training was in Wisconsin, select "Apprenticeship administered by the Department of Workforce Development".
- If your training was union apprenticeship outside of the state of Wisconsin, select, "My training was not under one of the programs listed above."

I am in a union apprenticeship. I filed my claim but didn't report my school attendance. How do I correct this?

You may call the Claimant Assistance Line at (414) 435-7069 or toll-free (844) 910-3661 during business hours to report your school attendance.

I attended or am attending training by my union that is not apprenticeship training. How do I report my attendance on my unemployment claim?

Your initial claim application will include one or more questions regarding school attendance. You must report that you are attending or you plan to attend school or training within the time frame specified.

- Answer "No" to the question, "Are you enrolled in an Apprenticeship administered by the Department of Workforce Development?". After selecting "No", select the option, "My training was not under one of the programs listed above." Fill in the rest of the information requested about your training.

If you are filing a weekly claim certification for a week during which you attended training through your union, you must answer "Yes" to the question, "During the week, did you attend school or training classes in person or online anytime between the hours of 7 a.m. and 5 p.m. Monday through Friday?" if you attended training during that timeframe. After selecting "Yes", you will be presented with a multiple-choice question.

- Select the option, "My training was not under one of the programs listed above".

I reported that I attended or that I am attending training. Why am I being asked to provide more information and why does that hold up my claim?

To be eligible for unemployment, you must be able to work and available for full-time work. Attending school or training raises an eligibility issue because it can restrict your hours of availability for work. If you are attending training and are not in an apprenticeship program administered by DWD, an investigation into your eligibility for UI benefits will be conducted.

There is an eligibility issue on my claim due to my school attendance. What can I expect from the investigation?

If your school attendance needs to be investigated, you may need to provide additional information:

- Your attendance/enrollment in union training may need to be verified by the institution providing the training.
- Unless your union training is through an "Apprenticeship administered by the Department of Workforce Development", Unemployment will consider the following:
 - Did you attend training full time? (For union training, this means that you attended the required time frame of the training.)
 - Did you complete the training, or are you making satisfactory progress towards completing the training?
 - Was your union training given by an institution approved by Department of Workforce Development?

Depending on the type of schooling or training you are enrolled in, an investigation into your availability for full-time work may be necessary.

If you provide all the requested information regarding your schooling/training in your online unemployment claims and/or respond to any written request for information, it will decrease the need for unemployment to contact you for more information and will help lessen the time it will take to resolve the eligibility issue.

My apprenticeship or other union training ended, and I was notified that I have to search for work. How do I correct this?

If you meet the qualifications listed above, you may call the Claimant Assistance Line at (414) 435-7069 or toll-free (844) 910-3661 during business hours.

I received a determination denying benefits stating that I failed to respond to the department's fact-finding investigation. What should I do?

- Follow the appeal instructions on your determination.
- Call the adjudicator who attempted to contact you.
- If you do not have the adjudicator's phone number, contact the Claimant Assistance Line at (414) 435-7069 or toll-free (844) 910-3661 during business hours to request the denial decision be reviewed.



DWD is an equal opportunity employer and service provider. If you have a disability and need assistance with this information, please dial 7-1-1 for Wisconsin Relay Service. Please contact the Unemployment Insurance Division at (414) 435-7069 or toll-free at (844) 910-3661 to request information in an alternate format, including translated to another language.