

Verify Your Identity & Create a Username and Password



Go to dew.sc.gov to begin your Unemployment Insurance (UI) benefits process. This is the main website for the S.C. Department of Employment and Workforce. On this website you can find information about the UI process as well as tutorials and guides to help you navigate through the MyBenefits portal. From any screen on this site you can click the "MyBenefits" button on the bottom of the screen to go directly to the portal.



Welcome to the MyBenefits portal.

Click "Register Now!" to create your new online account.

**Make sure to have your social security number and your date of birth handy before you begin.



This will bring you to the first Claimant Account Creation screen. Click the green "verify with ID.me" button to setup an ID.me account and verify your identity.

This step is required prior to filing your inital claim for unemployment insurance benefits.



| ID.me | |
|------------------------------------|--|
| Sign in to ID.me | |
| Or create an ID.me.account | |
| Email Enter your email | |
| Password Enter your password | |
| Sign in to ID.me | |
| Forget password Or sign in with | |
| f Facebook G Google in Linkedin | |
| view nore options / | |

Your first step will be to create an account with ID.me if you have not done so previously. You can do so by selecting "View more options" -> create an ID.me account.

Please follow the prompts by ID.me to complete the identity verification process.

For help with ID.me, go <u>here</u>

This would be a good time to write down your ID.me username and password in a place that is safe and easy for you to access when needed.

| CLAIMANT ACCOUNT CREATION | |
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| Clamant Account Creation Great! Now we will create your Account. Please provide information below. | |
| Print Autors and Autors and Autors Ander Autors and Autors Ander Ander Autors Ander Autors Ander Autors Ander Aut | A Class & |
| Cancel | いたの |

After completing your ID verification process with ID.me, you will be prompted to create your MyBenefits portal login. Please enter your personal information. Remember that all fields marked with an asterisk (*) are required and must be completed. However, it is encouraged to give as much non-required information as possible.

This would be a good time to write down your MyBenefits username and password in a place that is safe and easy for you to access when needed.





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Be sure to enter an active email address that you regularly check in the system. You cannot register multiple times with different email addresses. Choose an email account that you will use to communicate with DEW while you claim benefits.

If you ever need to change an email address, you can do so in your settings. Do not register a new account.

Also on this page, you will create a username and password. Your username must be between 8 and 30 characters.

Your password must contain at least one number, one special character (like an exclamation point or a percent sign) and one uppercase letter.



Submit

The bottom field on the page is where you will create your Pin number if you want to use the automated telephone system. If you will only use the Internet system, you will not need to create a Pin. Once you have completed all fields, click the green "Submit" button.

Great! Now we will create your Account.

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The Account Information Verification screen is where you will confirm that the information you provided is correct. Your name, date of birth and SSN will be verified with the Social Security Administration for accuracy. Please read the screen carefully before submitting. If you need to make a change, click the grey "I need to make a change" button on the left. This will take you back to the previous screen. After making any changes, you will need to retype the password fields in order to continue.

| Account Information Verificati | 7 | |
|--------------------------------|--|---------------------|
| Ok make sure th | s is correct. | |
| | | |
| | Please verify the information belo | ow: |
| | Name : Linda * K * Lackey | |
| | Social Security Number : 333 - 00 - 0000 | |
| | Mother's Maiden Name : Hester | - |
| | Which means your age is :46 | |
| | Warning! | |
| | This information is verified with the Social Securit | y Administration |
| | A mistake in this information will cause delays in pro | cessing your claim. |
| | uciays | |
| | Lineed to make a change. Yes Lamsure th | is is correct |
| | Heest of Hare a change heast of the | STACKED . |
| | | |

When you are ready to continue, click the green "Yes, I am sure this is correct" button on the right.

| Select Security Questions | | | | |
|--|--|---|---|--|
| In this step w | ve are going to establish | security questions | | |
| | | | | |
| For each line below, cli Click on the question y Select y What is y What is y What is t | ck in the box to display a list of qu ou want to answer, then type your our question our youngest child's birthday? our invorte substoor or line from a song? he midde name of your eldest sibling? | estions. answer into the area next to the qu | estion. Type your answer Show me a different set of questions & Show me a different set of questions Show me a different set of questions | |
| | | | | |

The next screen will help you set up your security questions. These questions will be used if you are having trouble accessing your account. You can answer the question already in the field or use the drop-down arrow to pick another one that might be easier for you to remember.



Congratulations!

You have finished creating your system account.

Be sure to remember your username and password!

Next you will be taken to the AcUity LogIn page. On the Login page, you will enter your username and pa This will take you into the unemployment application wh

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For more choices, you can click the blue question mark next to "Show me a different set of questions" underneath the yellow answer fields. Type your answers to the questions in the yellow fields and then click the green "Submit" button.

If you click the "Cancel" button, you will return to the Claimant Account Creation screen.



To proceed, click the "Go to Login Page" button, which will return you to the Account Login screen.



From here, you can enter your MyBenefits login credentials you just created and continue your registration.

Please refer to the PDF and video tutorial, on our website, listed as Step 2 for further instructions.

If you ever need to reset your password, you can find instructions <u>here</u>.



For questions regarding your My-Benefits portal creation, call 1-866-831-1724

Please remember, if you have questions regarding the ID.me verification process, please contact ID.me directly as DEW does not have control or access to your account with ID.me. The support page for South Carolina can be found <u>here</u>.



Use the SC DEW app to complete your weekly certification and the SC Works Online Services (SCWOS) app to comlete two weekly work searches! *Available to download for free.*