

UNEMPLOYMENT CLAIM TRACKER

Understanding your Status Updates

STEP 1
Unemployment Status
Claim Received



- Your claim has been received but may take up to seven days before a status change.
- A monetary determination letter will be provided, detailing the benefit amount and number of weeks you will receive unemployment, *if approved*.
- Begin looking for work and certify each Sunday you are unemployed or earning less than your benefit amount
- Start your weekly certification the first Sunday after filing a claim by logging into your [Jobs4TN.gov](https://www.jobs4tn.gov) account.



STEP 2
Unemployment Status
Waiting Employer Response



- We are contacting your former employer to verify information about the job separation.
- In approximately two weeks, the next step will show when your employer has responded to our request.
- A decision on your claim should take fewer than four weeks.
- Continue looking for work and certifying on [Jobs4TN.gov](https://www.jobs4tn.gov).

STEP 3
Unemployment Status
Received Employer Response



- Your former employer has responded to our request for information.
- We are reviewing the employer's response.
- Continue looking for work and certifying on [Jobs4TN.gov](https://www.jobs4tn.gov).



STEP 4
Unemployment Status
Waiting Claimant Response



- We may contact you for additional information by the preferred method of contact you chose when filing your claim.
- If you have difficulty responding to requests, create a customer service ticket at <https://tdlwd.zendesk.com> and click "submit a request."
- Disregard this status update if you have already responded to a request for information.
- Continue looking for work and certifying on [Jobs4TN.gov](https://www.jobs4tn.gov).

STEP 5
Unemployment Status
Decision Made



- Your claim has either been approved or denied.
- Per approval, a deposit will be made within three days via direct deposit or the Way2Go® MasterCard.
- If denied, you will receive a letter with details of your denial and the appeal process.
- Continue looking for work and certifying on [Jobs4TN.gov](https://www.jobs4tn.gov).

