Contact numbers for local Careerlink® Offices.

Call 1-844-333-5248 or locally at:
Cameron County - (814) 834-2857
Crawford County - (814) 337-5574
Elk County - (814) 834-2857
Erie County - (814) 455-9966
Forest County - 1-844-333-5248
McKean County - (814) 363-9100
Mercer County - (724) 347-9257
Potter County - (814) 274-9330
Venango County - (814) 678-5050
Warren County - 1-844-333-5248

NWLS provides free legal help to eligible low-income individuals in civil legal matters. To apply for service call:

**1-800-665-6957 Toll Free
OR 452-6957 (Erie County)
Monday thru Friday, 9 AM – 4 PM**

Or Apply Online at www.nwls.org

Information Dated: 10/2018

NORTH WESTERN Legal Services

LSC

Northwestern Legal Services

UC - Registering for PA Career Link

Serving the following
NW Pennsylvania Counties:

Cameron	McKean
Crawford	Mercer
Elk	Potter
Erie	Venango
Forest	Warren

**Visit Us On the Web:
www.nwls.org**

Quick Overview

- Fully register for work at PA CareerLink® within 30 days after filing an application for UC benefits.
- Must register even if you get your job through a Union hiring hall.
- Failure to fully register within 30 days will cause you to become ineligible for benefits.
- Starting in week 3 you must conduct active job search for each week you claim benefits.

Why do I need to register?

In 2013, Pennsylvania started requiring that individuals who filed for unemployment compensation benefits register for PA CareerLink® employment search services. You must complete the registration within 30 days of filing for benefits or you will lose your unemployment compensation benefits.

How to Register for PA CareerLink® employment search services?

- Within 30 days after filing an application for Unemployment Compensation benefits, visit www.pacareerlink.pa.gov
- On the homepage click on Register
- On the next page click on Unemployment Compensation (UC) Claimant
- Follow instructions and prompts to complete registration
- If you already have a Keystone ID, you may login using that information and you do not need to register again.

How do you know you have completed your registration?

- When you have completed your registration you will be brought to your "dashboard" (do not stop going through the sign up screens until you get to the dashboard page).
- Your dashboard should have a UC Registration Compliance Box
- Make sure the Compliance Box indicates that your status is Complete *__NOT__* Incomplete.

- If it states Complete, you are good to go
- If it stated Incomplete, you missed a step somewhere and need to go back and complete it.

What do I do if I am having trouble registering?

- If you have trouble with the registration, do not have access to a computer, or need assistance in completing the registration you can go to your local CareerLink® Office for assistance.
- If you have access to a computer, the following website can be used to find your local Careerlink® Office: https://www.pacareerlink.pa.gov/jponline/Admin/Common/SearchOffices.aspx
- If you do not have access to a computer and need assistance, please call your local Careerlink® Office, the numbers for the county offices in our service areas can be found on the back page.
- If you are denied Unemployment Compensation Benefits for failure to register on Careerlink® in time and you have a good reason why you did not, file an appeal.