

Express Your Interest in California Training Benefits

What are California Training Benefits?

The California Training Benefits (CTB) program allows *eligible* California Unemployment Insurance (UI) claimants who lack competitive job skills to receive their UI benefits while attending an approved training program. *CTB does not pay for the training.*

Why Should I Indicate My Interest in CTB?

To be eligible for CTB, you must first express your interest in CTB or apply for CTB training approval **no later than the 16th week** of your regular UI benefits or prior to the final week of benefits if your claim is less than 16 weeks. Even if you do not plan to attend training, it is recommended that you express interest, in the event that you later determine that you need additional skills.

Additional information regarding CTB eligibility may be obtained by visiting the Forms and Publications section of the EDD Web site and downloading the CTB Fact Sheet (DE 8714U) or CTB Quick Tips (DE 2332).

How Do I Express Interest in CTB?

By Phone: Contact UI about your interest in CTB by calling **1-800-300-5616**

UI Online Message:

- **Step 1:** Log in to your account. *Make sure that you have fully registered by providing your 10-digit Customer Account Number provided to you in a letter from EDD. If you have not done this, you will need to call EDD to express your interest.*
- **Step 2:** Select the "Contact EDD" tab from the main menu at the top of the UI Online home page.
- **Step 3:** In the "General Information" section of the "Contact Us" page, select a category and then a topic.
 - Category = School or Training
 - Topic = California Training Benefits (CTB)
- **Step 4:** Submit your question. "I am writing to express my interest in California Training Benefits. Please note this on my claim."
- **Step 5:** Receive confirmation e-mail message.