



Verify/update Unemployment rates

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Verify Unemployment rates

Log on to the current year pay frequency.

[Payroll > Tables > Tax/Deductions > Unemployment](#)

Verify that you are in the correct school year. If not, in the **School Year** field, type 2023 and click **Retrieve**.

Note: Unemployment rates are based on the calendar year and not the fiscal year.

Verify the accuracy of the rates.

Make the necessary updates and click **Save**.