TPAs should provide their MiUI TPA ID to employers to ensure they can submit wage reports on behalf of employers

TPAs must have the "Submit Employment and Wage Detail" function to submit wage reports in MiUI; due April 27, 2026

Thank you for your continued support of our MiUI Tax system. We appreciate you staying engaged over the past several months as we have shared information, hosted seminars, and developed training materials to help support you in this transition. The success of this MiUI Tax launch is made possible through your partnership.

As partners in supporting Michigan's unemployment system, we recognize your commitment to data security, system integrity, and compliance. In alignment with these principles, we must reiterate that MiUI is an employer-driven system. Employers are responsible for establishing and managing their relationships with Third-Party Administrators (TPAs), including the assignment of roles and permissions.

Why this is important

We have received recent inquiries regarding the one-time automatic assignment process conducted during the transition from MiWAM. This process was intended solely to convert existing employer–TPA relationships, granting limited access for wage report submission and payment processing to support employers and TPAs with continuing operations during this transition.

However, not all relationships or roles were converted. In most cases, this occurred when employers had multiple TPAs, and the Michigan Unemployment Insurance Agency (UIA) is not authorized to determine or assign TPAs on behalf of employers.

Employers must log into MiUI and assign roles directly based on their business needs and engage with their TPAs to grant appropriate access to work on their behalf.

What are next steps?

UIA has made available resources, such as the TPA Communication Template, that TPAs can use when contacting employer(s) about their responsibilities in MiUI. UIA is also issuing a reminder to employers of their responsibility to access MiUI and grant permissions to their TPA(s). This memo will also remind them of the penalties that may accrue if they are delayed in submitting their wage reports.

To have employers designate you as their TPA in MiUI, please complete the following:

1. **Find your TPA ID**: Your TPA ID can be found in the top right corner of your MiUI Home page.
2. **Share your TPA ID and request employers add you as a TPA**: Use the TPA Communications Templates to share your TPA information, roles, and the steps to add you as a TPA with your employer(s).

Additional training resources are available on MiUI University including the MiUI Toolkit which has step-by-step instructions on how to perform tasks in MiUI. Additionally, the TPA page has some great videos and job aids on how to use the system.