



Australian Government

# Workforce Australia

Employment. Skills.  
Support.

## Points values for tasks and Activities in the Points Based Activation System for Workforce Australia Services Participants

Tasks and activities	Points value
<b>Completing a job search</b> <i>(including job applications, auditioning for a music gig, approaching a publisher with a new manuscript, applying for a creative arts project)</i>	5 points
<b>Creating and updating your profile</b>	5 points (maximum of 5 points per month)
<b>Online learning modules</b> <i>(Short online modules to support resume writing, tailoring job applications, getting work experience)</i>	5 points (maximum of 5 points per month)
<b>Paid work</b>	5 points for 5 hours (rounded up)
<b>Participant sourced voluntary work</b> <i>(For example, fire reserves, school canteen)</i>	5 points for 5 hours (maximum of 10 points per month)
<b>Appointments</b>	
<b>Information and assessment appointments</b> <i>(For example, meeting with a Career Transition Assistance provider, Literacy and Numeracy skills assessment, pre-employment medical or workplace assessment)</i>	5 points per appointment (up to 1 hour)
<b>Compulsory appointments</b> <i>(With Providers)</i>	10 points per appointment (with flexibility to increase) (maximum of 2 appointments per reporting period)
<b>Eligibility assessment appointments</b> <i>(These appointments include assessments such as psychometric testing, pre-employment medical assessments, and drug and alcohol testing)</i>	15 points per appointment (for appointments between 1 – 4 hours)
	<p>To claim their points, participants should let their provider know that they have attended an information and assessment appointment or an eligibility assessment appointment. Participants do not need to tell their provider that they attended a compulsory appointment.</p>

Tasks and activities	Points value
<b>Driver's licence hours</b>	10 points for 5 hours (rounded up)
<b>Attending a jobs showcase webinar</b>	10 points (maximum of 10 points per month)
<b>Attending a face-to-face jobs expo</b>	15 points (per expo attended)
<b>Counselling</b>	15 points (with flexibility to increase)
<b>Drug and alcohol interventions</b>	15 points (with flexibility to increase)
<b>Non-vocational assistance</b> <i>(For example, cultural services, personal development courses)</i>	15 points (with flexibility to increase)
<b>Provider workshops/informal Activities</b> <i>(For example, work preparation Activities/job clubs)</i>	15 points (with flexibility to increase)
<b>Self help and support groups</b>	15 points (with flexibility to increase)
<b>Defence Force Reserves</b>	15 points (with flexibility to increase)
<b>Career Transition Assistance</b>	15 points per week
<b>Work related licences and qualifications</b> <i>(For example, forklift licence/white card)</i>	20 points (with flexibility to increase)
<b>Other government programs</b> <i>(For example, local, state, or federal government programs with an employment focus, such as the Indigenous Skills and Employment program)</i>	20 points per week (contact hours over 15 hours per week) 15 points per week (contact hours up to 15 hours per week)
<b>Non-government programs</b> <i>(For example, approved not for profit organisations, work-focused programs or vocational interventions approved by the Department, such as the Woolworths Program, Job Ready Program)</i>	20 points per week (contact hours over 15 hours per week) 15 points per week (contact hours up to 15 hours per week)
<b><u>Self-Employment Assistance Program</u></b>	
<b>Business Advice Sessions</b>	15 points per session (for up to 2 sessions per year)
<b>Business Health Checks</b>	20 points per check (1 check per year)
<b>Exploring Self-Employment workshop</b>	20 points per workshop
<b>Business Plan Development</b>	25 points per completed business plan
<b>Small Business Training <sup>(b)</sup></b>	25 points per week Participants undertaking Small Business Training will <b>fully meet</b> their Points Requirement for up to 8 weeks.
<b>Education and training <sup>(a)</sup></b>	20 points per week (contact hours over 15 hours per week) 15 points per week (contact hours up to 15 hours per week)

Tasks and activities	Points value
<b>Employability Skills Training</b>	20 points per week (25 hours per week) 15 points per week (15 hours per week)
<b>Observational work experience Provider sourced voluntary work</b>	20 points per week (contact hours over 15 hours per week) 15 points per week (contact hours up to 15 hours per week)
<b>Work for the Dole</b>	20 points per week (contact hours over 15 hours per week) 15 points per week (contact hours up to 15 hours per week)
<b>Adult Migrant English Program <sup>(a)</sup></b>	25 points per week (contact hours over 15 hours per week) 15 points per week (contact hours up to 15 hours per week)
<b>Skills for Education and Employment <sup>(b)</sup></b>	25 points per week
<b>Attending a job interview</b> <i>(including an audition for a paid production, or a paid position in a local band, meeting a client to secure commission work, meeting a publisher to discuss a manuscript)</i>	25 points
<b>Driver's licence attainment</b>	25 points
<b>Launch into Work <sup>(b)</sup></b>	25 points per week
<b>Local Jobs Program</b>	25 points per week (high-intensity level) <sup>(b)</sup> 20 points per week (medium-intensity level) 15 points per week (low-intensity level)
<b>Workforce Specialist Projects</b>	25 points per week (high-intensity level) <sup>(b)</sup> 20 points per week (medium-intensity level) 15 points per week (low-intensity level)
<b>Starting a job</b> <i>(including the commencement of a new self-employment venture, commission, or project-based work)</i>	50 points

**Note:** Providers may increase the values of certain tasks or activities through a personal circumstances credit to reflect the individual circumstances of the participant and the task or activity they are doing. Please speak to your provider to discuss if this is applicable.

<sup>a)</sup> Participants undertaking these activities over 15 hours per week (or full-time as determined by the institution), are not required to complete a minimum job search requirement. Participants must contact their provider to have their requirements adjusted.

<sup>b)</sup> Participants undertaking these activities are not required to complete a minimum job search requirement.

## Points values for tasks and activities in the Points Based Activation System for Online participants

Tasks and activities	Points value
<b>Completing a job application</b> <i>(including job search applications, auditioning for a music gig, approaching a publisher with a new manuscript, applying for a creative arts project)</i>	5 points
<b>Creating and updating your profile</b>	5 points (maximum of 5 points per month)
<b>Online learning modules</b> <i>(Short online modules to support resume writing, tailoring job applications, getting work experience)</i>	5 points (maximum of 5 points per month)
<b>Paid work</b>	5 points for 5 hours (rounded up)
<b>Participant sourced voluntary work</b> <i>(For example, fire reserves, school canteen)</i>	5 points for 5 hours (maximum of 10 points per month)
<b>Appointments</b>	
<b>Information and assessment appointments</b> <i>(For example, meeting with a Career Transition Assistance provider, Literacy and Numeracy skills assessment, pre-employment medical or workplace assessment)</i>	5 points per appointment (up to 1 hour)  To claim their points, participants should let the Digital Services Contact Centre know that they have attended the appointment.
<b>Compulsory Appointments</b> <i>(4-MAR appointments with the Digital Services Contact Centre)</i>	10 points (with flexibility to increase)
<b>Attending a jobs showcase webinar</b>	10 points (maximum of 10 points per month)
<b>Attending a face-to-face jobs expo</b>	15 points (per expo attended)

Tasks and activities	Points value
<b>Defence Force Reserves</b>	15 points (with flexibility to increase)
<b>Career Transition Assistance</b>	15 points per week Plus 30 bonus points <sup>(3)</sup>
<b>Work related licences and qualifications</b> <i>(For example, forklift licence/white card)</i>	20 points (with flexibility to increase)
<b>Youth Advisory Sessions</b>	20 points (limited to 3 sessions per year)
<b><u>Self-Employment Assistance Program</u></b>	
<b>Business Advice Sessions</b>	15 points per session (for up to 2 sessions per year)
<b>Business Health Checks</b>	20 points per check (1 check per year)
<b>Exploring Self-Employment workshop</b>	20 points per workshop Plus 30 bonus points <sup>(3)</sup>
<b>Business Plan Development</b>	25 points per completed business plan
<b>Small Business Training</b> <sup>(2)</sup>	25 points per week Plus 30 bonus points <sup>(3)</sup>
<b>Education and training</b> <sup>(1)</sup>	20 points per week (contact hours over 15 hours per week) 15 points per week (contact hours up to 15 hours per week)
<b>Employability Skills Training</b>	20 points per week (25 hours per week) 15 points per week (15 hours per week) Plus 30 bonus points <sup>(3)</sup>
<b>Adult Migrant English Program</b> <sup>(1)</sup>	25 points per week (contact hours over 15 hours per week) 15 points per week (contact hours up to 15 hours per week) Plus 30 bonus points <sup>(3)</sup>
<b>Skills for Education and Employment</b> <sup>(2)</sup>	25 points per week Plus 30 bonus points <sup>(3)</sup>
<b>Attending a job interview</b> <i>(including an audition for a paid production, or a paid position in a local band, meeting a client to secure commission work, meeting a publisher to discuss a manuscript)</i>	25 points
<b>Driver's licence attainment</b>	25 points
<b>Workforce Specialist Projects</b>	25 points per week (high-intensity level) <sup>(2)</sup> 20 points per week (medium-intensity level) 15 points per week (low-intensity level)

Tasks and activities	Points value
	Plus 30 bonus points for high and medium-intensity level <sup>(3)</sup>
<b>Starting a job</b> <i>(including the commencement of a new self-employment venture, commission, or project-based work)</i>	50 points

**Note:** The Digital Services Contact Centre (DSCC) may increase the values of certain tasks or activities through a personal circumstances credit to reflect the individual circumstances of the participant and the task or activity they are doing. Please speak to the DSCC to discuss if this is applicable.

- 1) Participants undertaking these activities over 15 hours per week (or full-time as determined by the institution), are not required to complete a minimum Job Search Requirement. Participants must contact the DSCC to have their requirements adjusted.
- 2) Participants undertaking these activities are not required to complete a minimum job search requirement.
- 3) Participants will receive a once-off bonus the first time an applicable activity is booked.