



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
Completing a job search <i>(including job applications, cold calling potential employers for suitable paid work, approaching a publisher with a new manuscript, applying for a creative arts project)</i>	5 points for each job search reported
Creating and updating your profile	5 points (maximum of 5 points per month)
Online learning modules <i>(Short online modules to support resume writing, tailoring job applications, getting work experience)</i>	5 points (maximum of 5 points per month)
Paid work	5 points for 5 hours (rounded up)
Participant sourced voluntary work <i>(For example, fire reserves, school canteen)</i>	5 points for 5 hours (maximum of 10 points per month)
<u>Appointments</u>	
Information and assessment appointments <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)
Compulsory appointments <i>(With Providers)</i>	10 points per compulsory appointment (with flexibility to increase) (maximum of 2 appointments per reporting period) The points will be automatically applied when your attendance is resulted in the department's IT system by your provider.
Eligibility assessment appointments <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) To claim their points, participants should let their provider know that they have attended an information and assessment appointment or an eligibility assessment appointment.

Tasks and activities	Points value
Driver's licence Hours:	10 points for 5 hours (rounded up)
Attainment of Driver's Licence	25 points
Viewing a jobs showcase webinar recording	10 points (maximum of 10 points per month)
Attending a face-to-face jobs expo	15 points (per expo attended)
Counselling	15 points (with flexibility to increase)
Drug and alcohol interventions	15 points (with flexibility to increase)
Non-vocational assistance <i>(For example, cultural services, personal development courses)</i>	15 points (with flexibility to increase)
Provider workshops/informal Activities <i>(For example, work preparation Activities/job clubs)</i>	15 points (with flexibility to increase)
Self help and support groups	15 points (with flexibility to increase)
Defence Force Reserves	15 points (with flexibility to increase)
Career Transition Assistance	15 points per week
Work related licences and qualifications <i>(For example, forklift licence/white card)</i>	20 points (with flexibility to increase)
Other government programs <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 15 hours or more per week) 15 points per week (contact hours up to 15 hours per week)
Non-government programs <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 15 hours or more per week) 15 points per week (contact hours up to 15 hours per week)
<u>Self-Employment Assistance Program</u>	
Business Advice Sessions	15 points per session (for up to 2 sessions per year)
Business Health Checks	20 points per check (1 check per year)
Exploring Self-Employment workshop	20 points per workshop
Business Plan Development	25 points per completed business plan
Small Business Training ^(b)	25 points per week Participants undertaking Small Business Training will fully meet their Points Requirement for up to 8 weeks.

Tasks and activities	Points value
Education and training	20 points per week (contact hours 15 hours or more per week) ^(a) 15 points per week (contact hours up to 15 hours per week)
Employability Skills Training	20 points per week (25 hours per week) 15 points per week (15 hours per week)
Observational work experience Provider sourced voluntary work	20 points per week (contact hours 15 hours or more per week) 15 points per week (contact hours up to 15 hours per week)
Work for the Dole	20 points per week (contact hours 15 hours or more per week) 15 points per week (contact hours up to 15 hours per week)
Adult Migrant English Program	25 points per week (contact hours 15 hours or more per week) ^(b) 15 points per week (contact hours up to 15 hours per week)
Skills for Education and Employment ^(b)	25 points per week
Attending a job interview <i>(including an audition for a paid production, interview with an employer for ongoing suitable paid work, meeting a client to secure commission work, presentation to client or committee for paid project based work, meeting a publisher to discuss a manuscript)</i>	25 points
Launch into Work ^(b)	25 points per week
Local Jobs Program	25 points per week (high-intensity level) ^(b) 20 points per week (medium-intensity level) 15 points per week (low-intensity level)
Workforce Specialist Projects	25 points per week (high-intensity level) ^(b) 20 points per week (medium-intensity level) 15 points per week (low-intensity level)
Starting a job <i>(including the commencement of paid work, 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 an Activity Bonus 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.

- ^{a)} Participants undertaking these activities 15 hours or more per week (or full-time as determined by the institution), are not required to complete a job search requirement. Participants must contact their provider to have their requirements adjusted.
- ^{b)} Participants undertaking these activities are not required to complete a job search requirement.

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

Tasks and activities	Points value
Completing a job application <i>(including job search applications, cold calling potential employers for suitable paid work, approaching a publisher with a new manuscript, applying for a creative arts project)</i>	5 points for each job search reported
Creating and updating your profile	5 points (maximum of 5 points per month)
Online learning modules <i>(Short online modules to support resume writing, tailoring job applications, getting work experience)</i>	5 points (maximum of 5 points per month)
Paid work	5 points for 5 hours (rounded up)
Participant sourced voluntary work <i>(For example, fire reserves, school canteen)</i>	5 points for 5 hours (maximum of 10 points per month)
Appointments	
Information and assessment appointments <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.
Compulsory Appointments <i>(4-month activation requirement appointments with the Digital Services Contact Centre)</i>	10 points (with flexibility to increase)

Tasks and activities	Points value
Viewing a jobs showcase webinar recording	10 points (maximum of 10 points per month)
Attending a face-to-face jobs expo	15 points (per expo attended)
Defence Force Reserves	15 points (with flexibility to increase)
Career Transition Assistance	15 points per week Plus 30 bonus points ⁽³⁾
Work related licences and qualifications <i>(For example, forklift licence/white card)</i>	20 points (with flexibility to increase)
Youth Advisory Sessions	20 points (limited to 3 sessions per year)
<u>Self-Employment Assistance Program</u>	
Business Advice Sessions	15 points per session (for up to 2 sessions per year)
Business Health Checks	20 points per check (1 check per year)
Exploring Self-Employment workshop	20 points per workshop Plus 30 bonus points ⁽³⁾
Business Plan Development	25 points per completed business plan
Small Business Training⁽²⁾	25 points per week Plus 30 bonus points ⁽³⁾
Education and training	20 points per week (contact hours 15 hours or more per week) ⁽¹⁾ 15 points per week (contact hours up to 15 hours per week)
Employability Skills Training	20 points per week (25 hours per week) 15 points per week (15 hours per week) Plus 30 bonus points ⁽³⁾
Adult Migrant English Program	25 points per week (contact hours 15 hours or more per week) ⁽²⁾ 15 points per week (contact hours up to 15 hours per week) Plus 30 bonus points ⁽³⁾
Skills for Education and Employment ⁽²⁾	25 points per week Plus 30 bonus points ⁽³⁾

Tasks and activities	Points value
Attending a job interview <i>(including an audition for a paid production, interview with an employer for ongoing suitable paid work, meeting a client to secure commission work, presentation to a client or committee for paid project based work,, meeting a publisher to discuss a manuscript)</i>	25 points
Driver's licence attainment	25 points
Workforce Specialist Projects	25 points per week (high-intensity level) ⁽²⁾ 20 points per week (medium-intensity level) 15 points per week (low-intensity level) Plus 30 bonus points for high and medium-intensity level ⁽³⁾
Starting a job <i>(including the commencement of paid work, 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 an Activity Bonus 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 15 hours or more per week (or full-time as determined by the institution), are not required to complete a Job Search Requirement. Participants must contact the DSCC to have their requirements adjusted.
- 2) Participants undertaking these activities are not required to complete a job search requirement.
- 3) Participants will receive a once-off bonus the first time an applicable activity is booked.