



## FACT SHEET

# Jobs and Skills WA Adult Apprentice Employer Incentive

The Jobs and Skills WA Adult Apprentice Employer Incentive (the Adult Apprentice Incentive) provides financial assistance to Western Australian businesses who enter into a training contract with an apprentice who is 21 years of age or older, and who commence this training contract on or after 1 July 2021.

The aim of the Adult Apprentice Incentive is to increase apprenticeship commencements by:

- removing the wage gap barrier for employers to hire adult apprentices;
- providing skilled job opportunities and reducing unemployment;
- alleviating skill shortages; and
- ensuring the continued supply of a skilled workforce to the WA labour market.

The cap of 100 places for *the Adult Apprentice Employer Incentive* for the 2021—22 financial year has now been allocated, and eligible employers have been contacted.

In response to the successful take up of the *Adult Apprentice Employer Incentive*, the 100 capped places allocated to the 2022—23 financial year have been brought forward, and that cap has also been fully subscribed. Eligible employers will receive an automated notification if they have been allocated one of the additional 100 places for the 2021—22 financial year.

Please note that should eligible training contracts be terminated prior to their completion, the allocated place will be reassigned to the next eligible training contract as assigned in the Western Australian Apprenticeship Management System (WAAMS).

## Accessing the incentive

Employers do not need to apply for the Adult Apprentice Incentive. When a training contract is registered, employers will receive an automated notification if they have been assessed as eligible to receive the Incentive, through the Western Australian Apprenticeship Management System (WAAMS) online client portal.

Eligible employers receive payments of \$6,700 per annum paid at three milestone payment points over the life of the training contract. The total amount of payments an employer is entitled to is dependent on the nominal term of the training contract.

Information about the Adult Apprentice Incentive and estimated payments to be made to each employer is available through the WAAMS online client portal.

## Training contract information

Australian Apprenticeships Support Network (AASN) providers work with an employer and the apprentice/trainee to establish the apprenticeship/traineeship. Once the training contract is signed, the AASN provider lodges it with the Department of Training and Workforce Development's (DTWD) Apprenticeship Office for registration.

The information in the training contract is uploaded to WAAMS and is used to assess employer eligibility and to calculate Adult Apprentice Incentive payments. It is therefore important that the information provided in the training contract is accurate.

DTWD also undertakes additional checks at each Adult Apprentice Incentive milestone payment point before employers are able to claim payments. Detailed information about these checks can be found in the *Jobs and Skills WA Adult Apprentice Employer Incentive – Terms and Conditions*.

## Eligibility criteria

Employers who **are eligible** to access the Adult Apprentice Incentive are:

- employers of apprentices who are 21 years of age or older;
- employers within a large corporate entity who pay apprentice wages (paying entity) on behalf of employing entities within the same corporate structure;
- Group Training Organisations (GTOs);
- Local Government and Government Trading Enterprises (GTEs); and
- not for profit organisations.

Employers who **are not eligible** for the Adult Apprentice Incentive are:

- employers of trainees;
- State and Commonwealth government agencies;
- employers of apprentices who live outside of Western Australia;
- employing entities who do not pay wages directly to their apprentices but have these wages paid by a related subsidiary entity within a larger corporate group; and
- employers who are eligible to receive any of the following Incentives:
  - Jobs and Skills WA Defence Industry Incentive;
  - Construction Training Fund (CTF) mature age wage gap program; and
  - DTWD's GTO Incentive program.
- employers who register a training contract for an adult apprentice, after the cap of 100 places is reached.

Employers **may be eligible for partial payment** if:

- the apprentice moves in and out of WA during the course of their training contract;
- they employ an apprentice who commenced their training with another employer; and/or
- their eligibility to receive one of the Incentives listed above, changes during the period of the training contract.

## **Part time apprentices**

Employers of part-time apprentices who meet all of the eligibility criteria, are eligible for the Adult Apprentice Incentive. The employer is entitled to the same total incentive payment as for full-time apprentices, paid over the extended part-time nominal term of the training contract.

## **Further information**

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