



Skills for Education and Employment Fact Sheet



The Skills for Education and Employment

The Skills for Education and Employment (SEE) program helps eligible job seekers or participants learn the skills they need to get the job they want by improving their English language, reading, writing, maths and computer skills.

Participants can access training across Australia. Training is tailored to meet participant's needs and goals. Participants can study full time, part time, in a classroom or remotely or a combination of both.

Referral to the SEE program

To seek a referral to the SEE program, eligible job seekers should discuss eligibility with the following providers

- [jobactive](#);
- [Disability Employment Services](#);
- [Transition to Work](#);
- [ParentsNext](#);
- [Community Development Program \(CDP\)](#); or
- [Services Australia](#)

For [Online Employment Services participants \(OES\)](#) and volunteer job seekers, please contact the Digital Services Contact Centre on 1800 314 677 to organise a referral to the SEE program.

Target Groups

The program caters to various groups including:

- Aboriginal and Torres Strait Islanders
- youth
- people with disability
- mature aged people
- job seekers from culturally and linguistically diverse backgrounds.

Eligibility

To be [eligible](#) for a referral to the SEE program participants must be:

- Of working age, from 15 years of age;
- Registered as a job seeker (including volunteer job seekers);
- an Australian citizen, or a holder of an Australian visa with working rights; and
- Assessed as suitable for training without any barriers that would prevent successful participation.

You are [not eligible](#) for the SEE program if you are:

- A full-time student
- Participating in New Enterprise Incentive Scheme ([NEIS](#)) or the Adult Migrant English Program ([AMEP](#))
- A current holder of a Skilled Migrant Visa.



More information is provided in the [SEE eligibility criteria](#).

Participation

Eligible job seekers or participants will be able to remain in the program until they attain a certificate level qualification or within 2 years of commencement. Job seekers will be able to undertake training in accredited language, literacy, numeracy and digital (LLND) qualifications or accredited Vocational Education and Training (VET) training packages, up to and including a Certificate III qualification, if LLND skills are embedded in the training.

Participation in the SEE program for 20-25 hours per week is full-time training, and part time is 10-19 hours per week.

Work experience is also available through some providers to help improve job seekers' employability skills and knowledge.

Participation in the SEE program is an approved activity that contributes towards job seekers' mutual obligation requirements.

Training Available

The SEE program provides initial, basic and advanced accredited training in English language, reading, writing, maths and computer skills. This training can also be incorporated into a skills qualification such as Childcare or Aged Care or Community Services courses.

Each job seeker has an individual training plan that outlines the tailored training they will receive to meet their needs and forms the basis for recording their progression through training.

The program is flexible and training providers are encouraged to adapt training to the particular job seeker or participant's needs and interests, and the employment opportunities in each location.

For Further Information

- Call 132 850 (Services Australia) or 1800 314 677 (Employment Digital Services Contact Centre) from anywhere in Australia
 - TTY enquiries phone 1800 810 586 (a free service for people with hearing or speech impairments)
 - Visit the SEE website at <https://www.dese.gov.au/skills-education-and-employment>
- View SEE overview animations at <https://www.youtube.com/watch?v=rHmZRsF4bnQ>

Benefits for job seekers

The SEE program can help participants by providing:

- overall improvement in language, literacy, numeracy and digital skills
- improved confidence to engage in the community or undertake further study or employment
- pathways to more stable and long-term employment

All participant learning outcomes are reported against the [Australian Core Skills Framework \(ACSF\)](#).

SEE clients may also be eligible for the [Language, Literacy and Numeracy Supplement](#).

Examples of vocational skills and qualifications offered by SEE providers include:

- Aged Care and Individual Support
 - Child Care
- Information Digital, Media & Technology
 - Tourism, Retail and Hospitality
 - Community Services
 - Business Services