



Australian Government



Apprenticeships Data
Management System

Applying for BAC and CAC Wage Subsidies

This User Journey gives a high-level view of the process for employers using the Apprenticeships Data Management System (ADMS) to complete their Boosting Apprenticeship Commencements (BAC) or Completing Apprenticeship Commencements (CAC) wage subsidy claim applications.



1. The ADMS automatically generates your BAC or CAC application.



2. If you are eligible, you will receive an email notification inviting you to make a claim.



3. Head to ADMS and use your myGovID to log in.



6. ADMS will calculate the subsidy amount you are potentially eligible for.



5. Confirm all the details are accurate and submit your application.



4. Complete the application and add wage evidence for your apprentice, including uploading documentary evidence to support the application.



7. You will be contacted if more information is required to process your application.



8. Once the claim has been finalised, you will receive an email notification with the outcome.

For more information about completing your BAC or CAC application, please visit australianapprenticeships.gov.au