THE ACCREDITATION PROCESS

The accreditation process takes a minimum of 3 - 5 business days. The timeline may vary based on how promptly you complete the required accreditation documents, any mandatory modules and the Accreditation Exam.

Accreditation Process Steps:

1. Submit all the required documentation and training evidence.

2. Pay the Application fee.

3. Pass the Accreditation Exam and complete the mandatory modules (if applicable)

4. Complete the Registration process to receive Accreditation.

This is what happens at each Step of the Accreditation Process:

1. Submit all the required documentation and training evidence

Before submitting your application, please check the Accreditation Pathways that your training meets the accreditation eligibility criteria.

Submit the following documents:

- A clear photo of your ID

- A selfie (photo of yourself)

- A copy of your **Statement of Attainment** certificate (the completion date on the certificate must be **within 2 years** of the application date) and the name of your Registered Training Organisation

- A copy of your Public Liability Insurance Certificate of Currency, including the expiry date

'Design only' applicants may provide a Professional Indemnity Insurance Certificate of Currency, including the expiry date instead of the public liability document.

Additional requirements for Accreditation "Install" applicants (not required for "Design" applicants):

- Electrical licence number and expiry date

- Working Safely at Heights certification (not required for "GCBS" applicants)

2. Pay the Application Fee

Pay the Application fee.

SAA will review your documents (allow up to 3 business days) and send you an email once your application is approved with the link to set your CPD Hub password.

3. Complete any mandatory modules and pass the Exam

While in the CPD Hub, you can expect to complete the following (allow up to 6 hours):

- The Accreditation Agreement
- The SAA Code of Conduct
- The Essential Learning Module 4777.1:2024 (if applicable)
- Fire Barrier Requirements & Habitable Rooms and Parallel Earth & Neutral Connections (GCBS and SPS accreditation applicants)
- The Accreditation Exam

About the Accreditation Exam

The exam is based on practical knowledge from the relevant Australian Standards and is directly tied to the work you'll do as an installer.

Exam Format:

	Details
Accreditation Scopes	Tailored to your chosen scope: • GCPV (Grid-Connected PV) • GCBS (Grid-Connected Battery Storage) • SPS (Stand-Alone Power Systems)
Question Format	30 multiple-choice questions
Estimated Time to Complete	60–90 minutes
Maximum Time Allowed	120 minutes
Pass Mark	80% or above
Attempts Included	3 attempts
Results available	shown immediately, so you can progress without delay

What does the exam cover:

Exam Type	Australian Standards covered
Accreditation Exam (**GCBS**)	assesses the knowledge and technical competencies required to install GCBS systems in accordance with applicable Australian Standards **AS/NZS 3000:2018 and AS/NZS 5139:2019.**
Accreditation Exam (**GCPV**)	assess the knowledge and technical competencies required to install GCPV systems in accordance with applicable Australian Standards **AS/NZS 1170.2:2020, AS/NZS 3000:2018 AS/NZS 5033:2021, AS/NZS 4777.1:2024.**
Accreditation Exam (**SPS**)	assesses the knowledge and technical competencies required to install SPS systems in accordance with applicable Australian Standards **AS/NZS 1170.2:2020, AS/NZS 3000:2018AS/NZS 5033:2021, AS/NZS 4509.2:2010, AS/NZS 5139:2019**

4. Complete the Registration process to receive Accreditation

Once you have passed the exam, you will need to Register to receive your Accreditation Number (allow 1 business day).

For more information visit www.saaustralia.com.au/applications