

TSA Policy for reissuing qualifications and statements of attainment

Training Services Australia will reissue qualifications and statements of attainment to clients upon request.

Our records must clearly show that the client was assessed as competent in the relevant unit(s) of competency and that the client was previously issued with the relevant qualification or statement of attainment.

There is a fee payable for the replacement of qualifications and statements of attainment. The fee is shown in TSA's 'Fee information'¹ document and must be paid before the credential is reissued.

The replacement qualification / statement of attainment will be mailed to the client or their employer, or may be collected from TSA by the client.

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¹ www.tsa-wa.com.au/Documents/Policies%20&%20Procedures/Fee%20information.pdf