

KEYS4LIFE CERTIFICATES

A new way of issuing certificates in 2020



SDERA is now responsible for printing Keys4Life certificates and posting them to schools (instead of teachers ordering and filling them in).

NEW STEPS

Teachers conduct the Learner's Permit Theory Test.

Teachers email test results to sdera.co@education.wa.edu.au using the spreadsheet template at sdera.wa.edu.au/certificates.

SDERA will print the certificates and post them to teachers at the school. This may take up to 10 days (metro) and 20 days (regional).

Teachers will sign the certificates and hand them out to students.

If teachers still have blank certificates, they must be returned to Northside Logistics, 20 Mooney Street, BAYSWATER WA 6053.

REPLACEMENTS

If a student has lost or damaged their certificate, teachers can request a replacement on their behalf by emailing SDERA at sdera.co@education.wa.edu.au. SDERA will then post the replacement certificate to the school.

If parents and students contact SDERA for a replacement certificate they will be referred back to teachers to make the request on their behalf.

RESOURCES

Teachers can still order resources and test booklets from Northside Logistics.



Government of Western Australia

Department of Education
Road Safety Commission