

R-Licence Accreditation Course – What to expect

The R-Licence Accreditation Course is the mandatory training that must be completed to qualify for a NSW Restricted Game Hunting Licence (R-Licence).
The course is based upon the Hunter Education Handbook.

Your Hunter LEAP Trainer

Your Hunter LEAP Trainer is accredited by the NSW Department of Primary Industries and Regional Development (DPIRD) to facilitate your attempt at the R-Licence Accreditation Course.

They are a nominated representative of a Hunter LEAP Provider and are also approved to conduct other hunter education courses. [Visit the department's website](#) for more information about other hunter education and training courses that may be available.

If you need assistance to understand and complete the assessment, please speak to your Hunter LEAP Trainer before starting.

Direct any questions you may have about the accreditation course to your Hunter LEAP Trainer.

Note: You may ask the Hunter LEAP Trainer to help you understand the questions, but they will not provide you with any answers.

Membership with an Approved Hunting Organisation

Before you can apply for an R-Licence, you must be a current member of a hunting organisation that has been approved by the department. You need to supply proof of your membership to the department when you apply for an R-Licence.

You may complete the accreditation course first and then decide which club you'd like to join.

You can choose any hunting club or organisation that is approved by the department – you do not need to join any particular AHO, even if they have assessed you for an R-Licence.

Course structure

The course is divided into two sections.

- **Section 1** is compulsory learning that provides the basic knowledge required for safe, ethical and responsible hunting.
- **Section 2** covers the R-Licence categories, which are the hunting methods permitted to be used when hunting on public land in NSW:
 - Firearms (rifles, shotguns and blackpowder firearms).
 - Bows.
 - Dogs.

You can complete all the categories or any combination, however you must complete at least one.

Studying before attempting the exams

1. If you have studied the Hunter Education Handbook

Before attempting the course, you were encouraged to study the Hunter Education Handbook. You may have been sent this as a PDF when you arranged a time with your trainer.

If you have studied the course content and are confident with your knowledge, you can attempt the final exams without reviewing the content again.

You can use the PDF or the [online study guide](#) to complete the final exams.

2. If you have not studied the Hunter Education Handbook

If you have not studied the Hunter Education Handbook, your trainer will provide you with access to the handbook, which you can use to find answers to the questions.

The handbook may be available to you in the following formats.

- A [link to the online study guide](#) or handbook – use a smart tablet or smartphone to access the content.
- A printed copy of the handbook – do not write or mark the handbook and return it to your trainer at the end of the course.

If you've not been asked to pre-study the handbook, it's likely the trainer will present the information to you.

Group study sessions

Your trainer may also facilitate group study sessions before you attempt the course. The online study guide or printed handbook will be reviewed to help you prepare for the exams.

These sessions offer you the opportunity to ask questions and seek clarification on subjects that you are less confident with.

If you are completing the entire course, with review of the Hunter Education Handbook, it may take 3-4 hours.

Before the test you will receive the following items in your kit:

- online or physical access to the Hunter Education Handbook
- R-Licence Accreditation Question Book
- R-Licence Accreditation Answer Sheet.

Please see your Hunter LEAP Trainer if you are missing any of these items.

Final exams

At the end of each Section, you are required to attempt a final exam. These exams are open-book and multiple choice. You will have two attempts at each exam and you are permitted to use the Hunter Education Handbook to help you answer the questions.

- Section 1 – final exam.
- Section 2 – R-Licence category final exams, one each for:
 - Hunting with firearms (rifles, shotguns and blackpowder firearms).
 - Hunting with bows.
 - Hunting with dogs.

Completing the final exams

1. The R-Licence Accreditation Course uses open-book, multiple-choice exams. Use the Hunter Education Handbook provided with your kit to find answers to the questions.
2. The final exams should take around 1-2 hours to complete, depending on which categories you want to be accredited for.
3. The first 30 questions are mandatory and cover Section 1 of the Hunter Education Handbook.
4. You are required to complete a minimum of one R-Licence category from Section 2 of the handbook.
 - a. Firearms – rifles, shotguns and blackpowder firearms (15 questions), and/or
 - b. Bows (10 questions) and/or
 - c. Dogs (10 questions).
 - You can complete all three categories if you wish, or simply the categories you think you will need.
 - You will only be allowed to hunt on public land in NSW according to the categories you pass in the course.

If you complete the firearms training, your licence card will show two categories:

- Firearms
- Blackpowder.

Important – you must complete the exams on your own, without assistance; do not help others or have others assist you or you may be asked to resit the exams later.

You will be given two attempts to achieve a pass mark of 100% for the exams in Section 1 and Section 2 of the course.

After the final exams

1. Take your answer sheet to the Hunter LEAP Trainer for marking after completing the 30 mandatory questions and all questions relating to the categories you want to apply for.
2. Bring all the contents of your R-Licence Accreditation Kit with you to the marking area. Hunter Education Handbooks and other materials must not be taken home. Talk to your Hunter LEAP Trainer if you would like further learning material.
3. If you do not pass both attempts, you will be required to study the Hunter Education Handbook and resit the exams at another time.
4. Once you have passed each section of the course, your Hunter LEAP Trainer will complete an R-Licence Accreditation Form as either a paper accreditation form or a PDF generated form sent to your email– the form states:
 - who your trainer was
 - where you sat the test
 - which categories you have completed
 - which approved hunting club you're a member of (if you already have membership)
 - whether you needed support to complete the accreditation.
5. Your Hunter LEAP Trainer cannot lodge the form on your behalf due to the personal information written on it; you must take the form with you and attach it to your DPIRD Hunting R-Licence application.

6. Feedback about your learning experience is extremely important to us and we use it to ensure our Hunter LEAP training packages deliver the best training possible. Please take the time to complete this online feedback form: [Feedback form](#)
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Applying for your R-Licence

When you have your completed R-Licence Accreditation Form and membership with an AHO, you are ready to apply for your R-Licence.

Visit the department's website and select 'Apply now' to submit an online application. You need a digital version of your accreditation form and other supporting documents, such as evidence of your AHO membership, to attach to your application.

If you do not have an AHO membership card at the time of applying, a renewal receipt showing your name, the AHO name, membership number and expiry date can be accepted, as can an email from your AHO verifying the required details.

Licence processing

- The department will process your licence within 20 working days (four weeks) or faster if you apply online.
- Once your licence is processed, it will be sent to a printer who will then mail it directly to you; we cannot estimate the time this may take.
- If you provide a valid email address with your application, you will receive a temporary 'interim' licence that you can print and use until you receive your card in the mail.
- You will be able to access the online hunt booking system when you receive your temporary licence or licence card. Your security pin will be printed on the letter that your licence is attached to.
- Remember, you must have a GPS-device or smartphone with a PDF map reader or the Hunt NSW app so you can download the mandatory hunting and exclusion zone data to receive written permission.

For more information on public land hunting in NSW visit www.dpi.nsw.gov.au/hunting.

More information

Your Hunter LEAP Trainer will be on hand if you need assistance during your accreditation.

For licensing or public land hunting enquiries, contact DPIRD Hunting on 02 6363 3750 or hunting@dpi.nsw.gov.au.

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