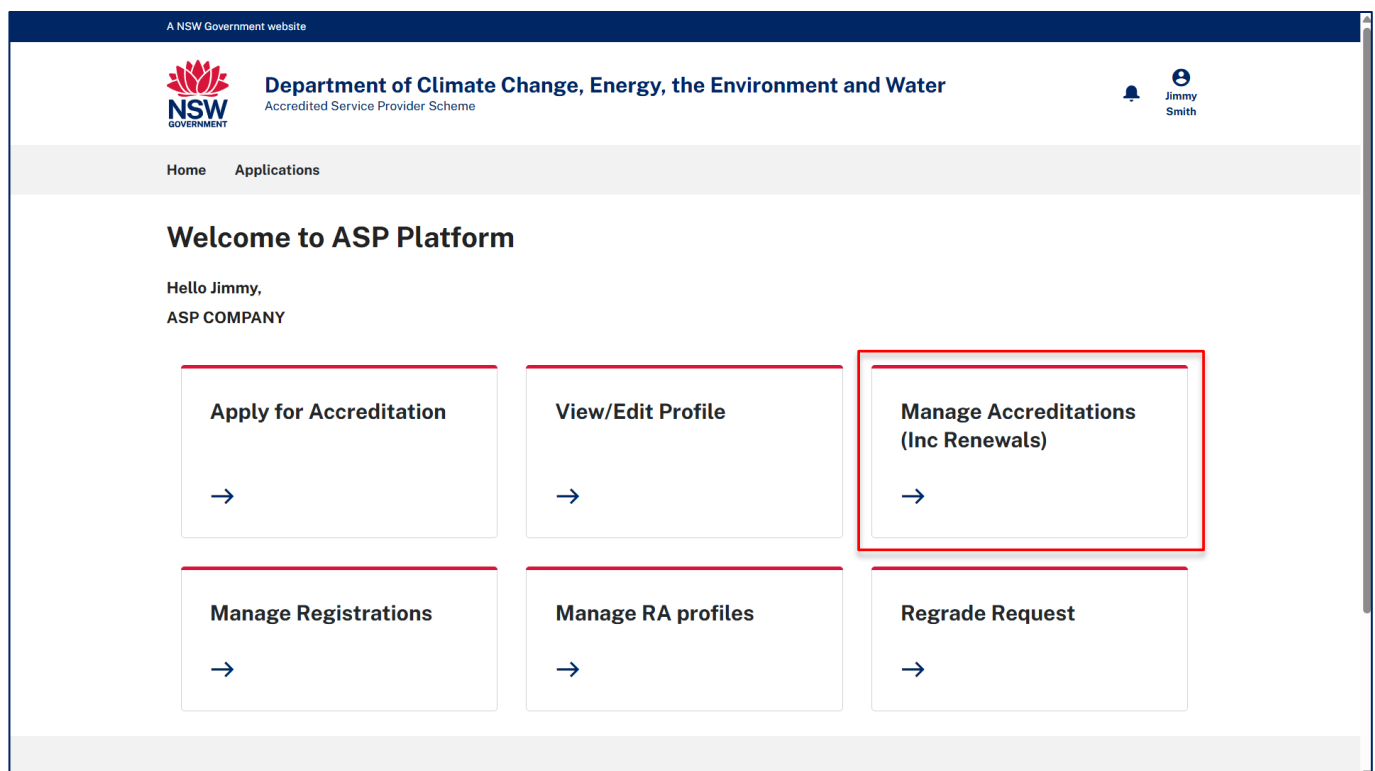


ASP Scheme – ASP Platform user guide

How-to: Cancel your ASP Accreditation in the ASP Platform

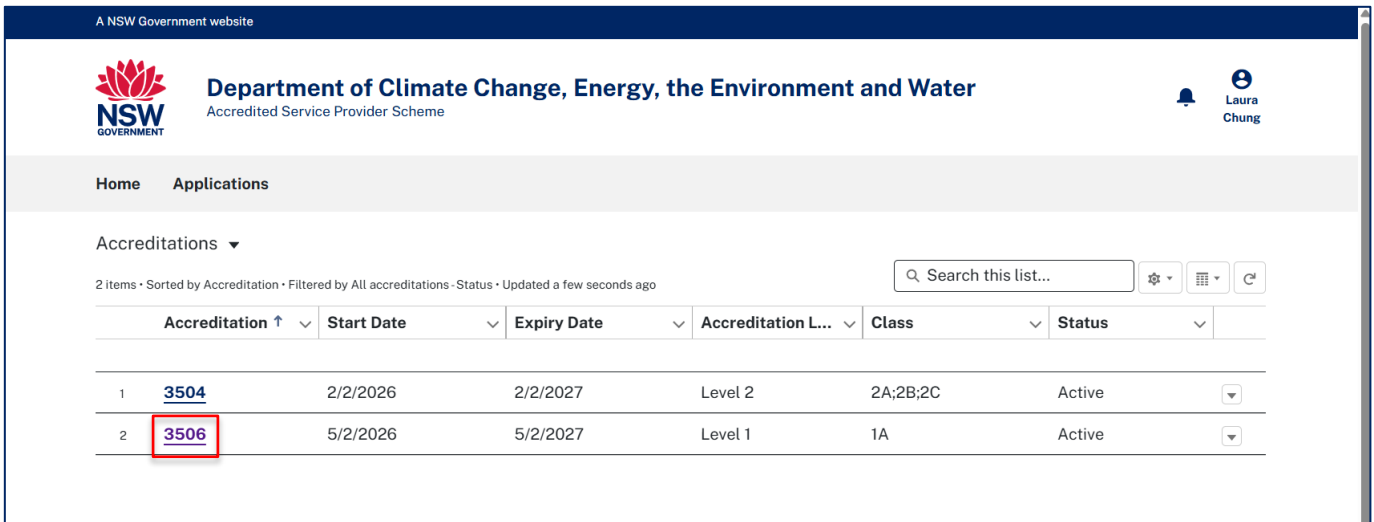
Step 1

From the homepage of your ASP Platform, click **Manage Accreditations (Inc Renewals)**



Step 2

Click on the accreditation number you wish to cancel.



A NSW Government website

Department of Climate Change, Energy, the Environment and Water
 Accredited Service Provider Scheme

Home Applications

Accreditations ▾

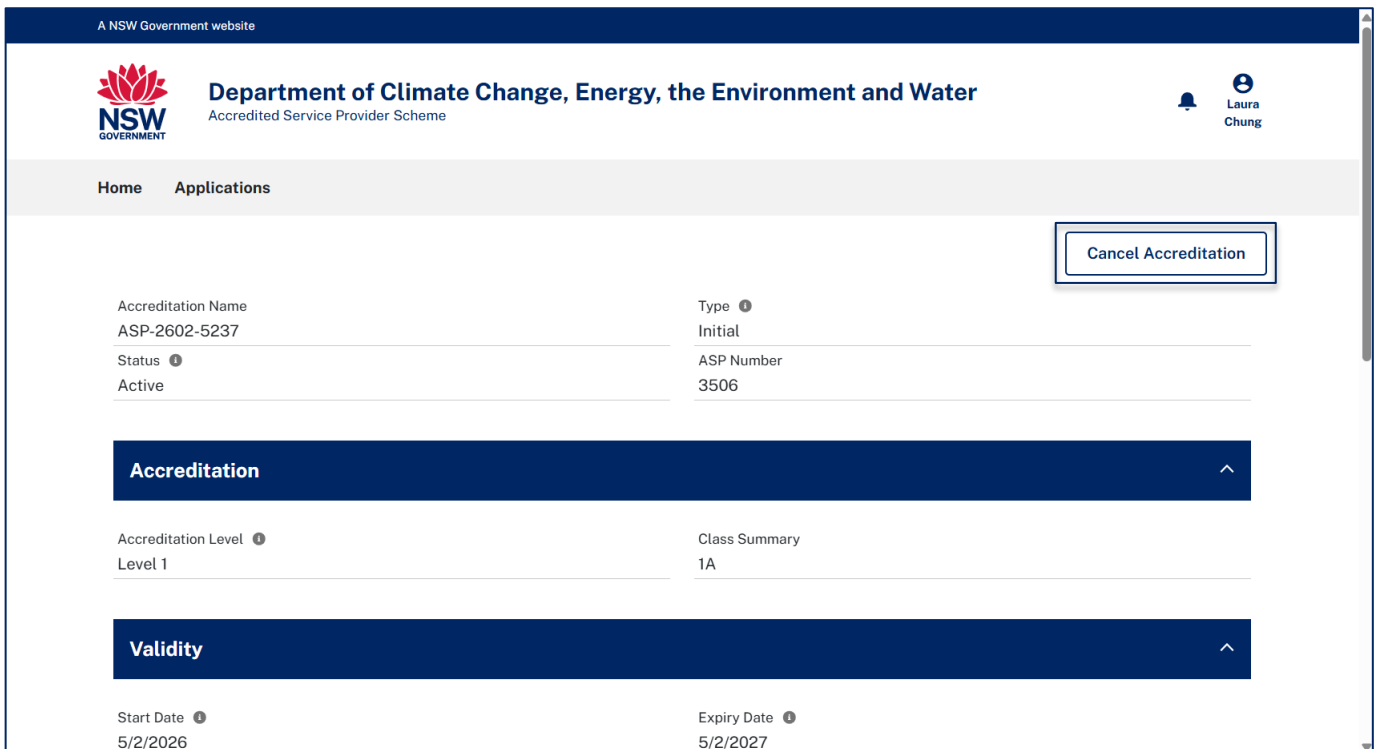
2 items • Sorted by Accreditation • Filtered by All accreditations - Status • Updated a few seconds ago

Search this list...

	Accreditation ↑ ▾	Start Date ▾	Expiry Date ▾	Accreditation L... ▾	Class ▾	Status ▾	
1	3504	2/2/2026	2/2/2027	Level 2	2A;2B;2C	Active	▾
2	3506	5/2/2026	5/2/2027	Level 1	1A	Active	▾

Step 3

Click **Cancel Accreditation**, in the top right-hand corner of the screen.



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Department of Climate Change, Energy, the Environment and Water
 Accredited Service Provider Scheme

Home Applications

Cancel Accreditation

Accreditation Name: ASP-2602-5237

Status: Active

Type: Initial

ASP Number: 3506

Accreditation

Accreditation Level: Level 1

Class Summary: 1A

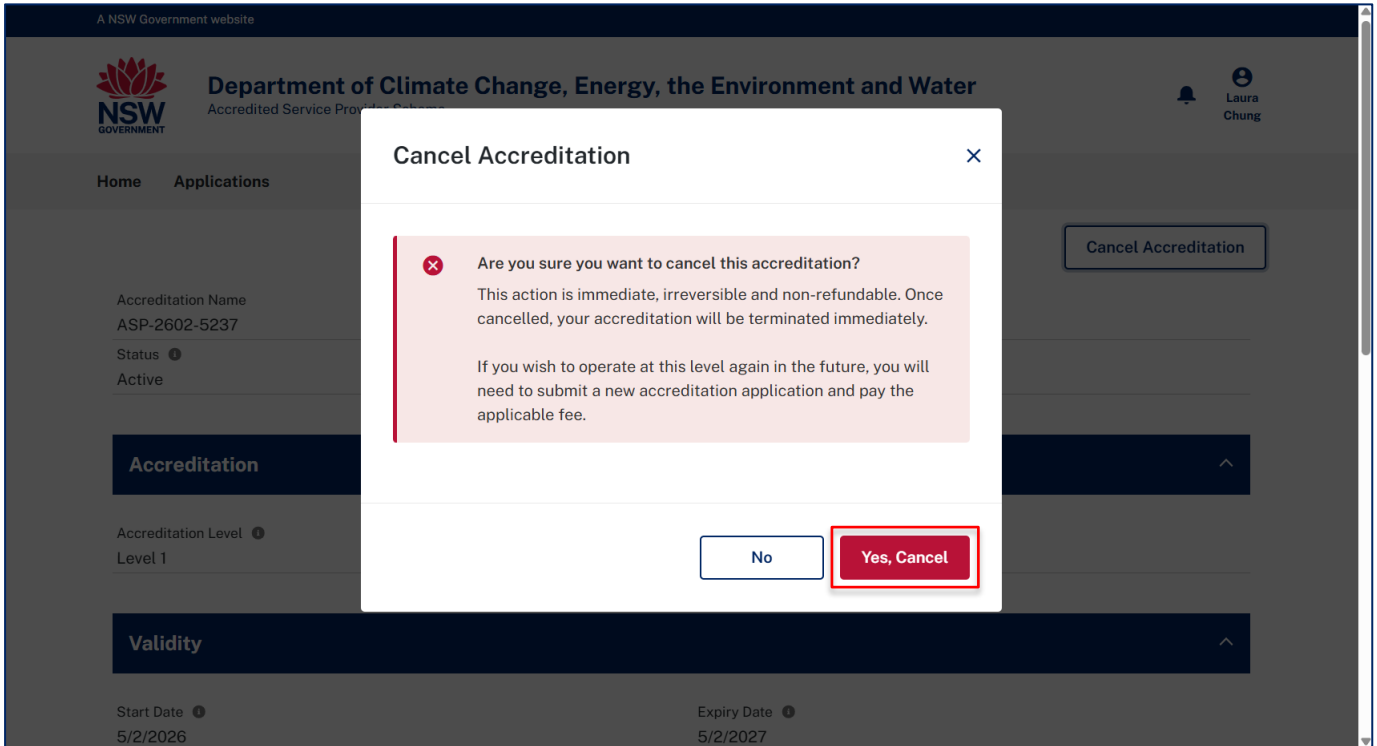
Validity

Start Date: 5/2/2026

Expiry Date: 5/2/2027

Step 4

You will be prompted to confirm whether you would like to cancel your accreditation. Click **Yes, Cancel**.



Step 5

You will receive an email to confirm the cancellation of your accreditation with the ASP Scheme.

