Can I get a printout of my certificate?

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2 min read Certificates

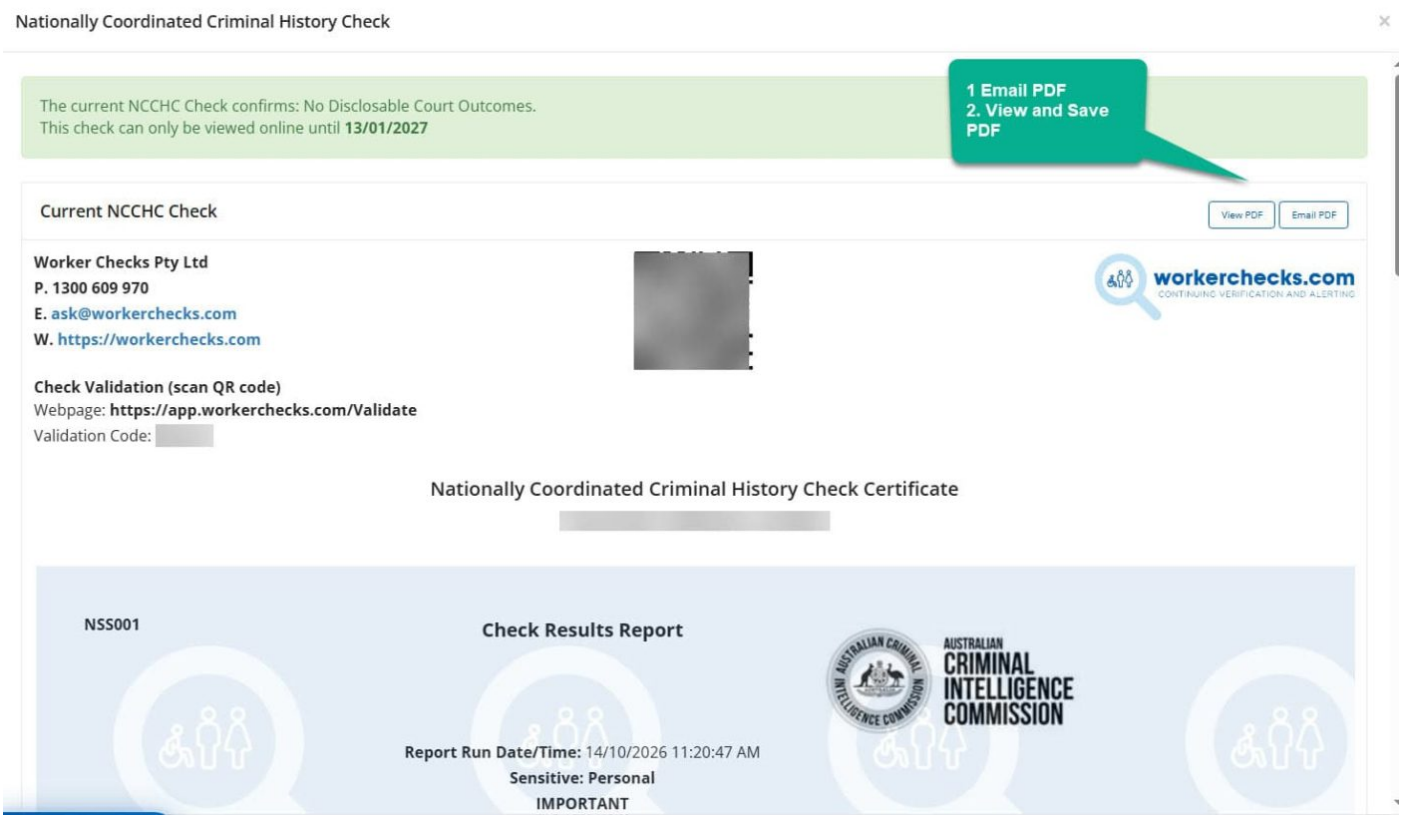
On this page

- Print or download
- Email it to yourself
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- Still need help

Yes — you can easily **view, print, download, email or e-share** a copy of your completed Worker Checks Police Check Certificate directly from your **CheckHub**.

How to print or download your certificate

1. Log in to your **Worker Checks CheckHub**.
2. Under **Your Checks & Products**, click the tile for the check you want to view — for example, **Nationally Coordinated Criminal History Check**.
3. Click **View PDF** in the top-right corner of your certificate.
4. Choose your printer, or select **"Save as PDF"** to download a digital copy.



View PDF and **Email PDF** are in the top-right corner of your certificate
Your PDF version is identical to your official digital certificate and includes embedded validation features for authenticity.

Tip: Printing directly from your CheckHub ensures you capture the latest, verified version of your certificate.

On a computer? Clicking **View PDF** opens or downloads the file depending on your browser's settings. If it doesn't open automatically, here's where to check:

Windows Check your **Downloads** folder, or look for a download bar/icon at the bottom or top-right of your browser window.
Mac Check your **Downloads** folder in Finder, or the download arrow icon in Safari/Chrome's toolbar.

Most browsers also let you right-click the **View PDF** button and choose **"Save link as..."** to pick exactly where it saves.
On a mobile phone? Tapping **View PDF** downloads the file automatically rather than opening it on screen. If nothing seems to happen, here's where to look:

iPhone Open the **Files app → Downloads**, or check the downloads icon in your browser's toolbar.
Android Pull down your **notification shade** for a "Download complete" alert, or open **Files / My Files → Downloads**.

Still can't find it? Tap **Email PDF** instead and we'll send it straight to your inbox. See how →

How to email your certificate to yourself

Can't download the PDF, or want a copy in your inbox? Use the **Email PDF** button.

1. Log in to your **CheckHub** and open your certificate.
2. Click **Email PDF**, next to View PDF in the top-right corner.
3. We'll automatically email the PDF certificate to the **email address registered on your account**.

Not in your inbox? Give it a few minutes and check your junk or spam folder. The email only goes to the address on your account, so if that address is wrong or you no longer use it, contact us .

Need to send it to an employer? Email PDF only sends to you. To send your certificate to someone else, use e-share below. They'll get a secure link they can verify instantly.

How to e-share your certificate

In addition to printing or emailing, you can securely **share your check electronically** with an employer, agency, or other organisation.

1. Click the **Share** icon (above the Print button).
2. Enter the recipient's email address.
3. Worker Checks will send a **secure verification link** that allows the recipient to view your certificate online.

This e-share method is preferred by many organisations as it allows instant validation through the **Worker Checks verification system** — no printing or attachments required.

Certificate validation and authenticity

All Worker Checks certificates include a built-in validation feature so third parties can confirm authenticity at any time.

QR Code Validation

Scan the QR code printed on the certificate to open a secure verification page.

Certificate ID Search

Enter the unique certificate number on the Worker Checks Validation Portal to confirm status and authenticity.

Validate a Worker Checks Certificate →

Still need help?

Our team typically responds within one business day.

Email us