

NSW Bus Driver Authority (BDA) Training



Introduction and Course Overview

To drive a public passenger bus or coach with 13 or more seats in New South Wales, you must hold a Bus Driver Authority issued by Transport for NSW. To be eligible, you are required to successfully complete an approved bus driver training course. The information below outlines the course content and steps to help you on your path to becoming a qualified bus driver in NSW.

Entry Requirements

Applications to obtain a NSW Bus Driver Authority (BDA) are made online through Service NSW, with eligible applicants having to submit the following:

- ✓ A commercial Medical Assessment (completed no more than 6 months prior).

Note: Wait at least 72 hours after your medical assessment before submitting your driver authority application.

- ✓ A National Police check issued no more than 3 months prior to this application.

Note: Your Police check must include all current and former names.

- ✓ Evidence you have successfully completed the required bus driver training course.
- ✓ A copy of your Driver Licence front and back (scanned as a PDF).

Note: Applicants must have a valid email address

Learning Outcomes

Bus Driver Authority applicants must demonstrate they have the necessary knowledge and competence to conduct on the relevant bus service. The approved online or face-to-face bus driver training course delivered by Into Training NSW is focused on:

Key Workplace Legislation:

- Passenger Transport: Act and Regulations
- Child Protection (Working with Children) Act 2012
- Workplace Health & Safety

Essential Workplace practices:

- Driver Safety
- Driver Fatigue
- Accident Procedures
- Vehicle Fire Procedures
- Runaway Bus Procedures
- Dealing with Passengers
- Working in a socially diverse environment
- Customers with disabilities and accessibility needs
- Managing school students

Please note: some applicants may require additional medical specialist reports before obtaining their BDA from Transport for NSW – please allow extra time.

Career Opportunities

Bus and coach companies across NSW are looking for motivated individuals with strong customer service skills and a positive attitude to join their teams. Whether you are seeking full-time, part-time, or casual work, there are opportunities available in many locations. Obtaining your NSW Bus Driver Authority can lead to a secure and rewarding career. It offers competitive pay, potential for career progression, job stability, and the opportunity to make a meaningful contribution to your community. It's a great time to start your journey in the bus and coach industry.

Delivery Methods

Online Course – \$230 +GST per person* (discounted price available for large group bookings)

Into Training NSW offers a flexible and convenient online course that can be accessed anytime, anywhere. Our user-friendly learning platform provides all the essential knowledge and learning outcomes needed to complete the final theory assessment. Upon successful completion, applicants will receive an Evidence of Training Certificate, which is a requirement for obtaining a Bus Driver Authority (BDA). Trainees can access the online course via the following link: <https://intotrainingsnsw.com.au/nsw-bus-driver-authority-program-non-accredited/>

Face-to-face – \$300 +GST per person* (discounted price available for large group bookings)

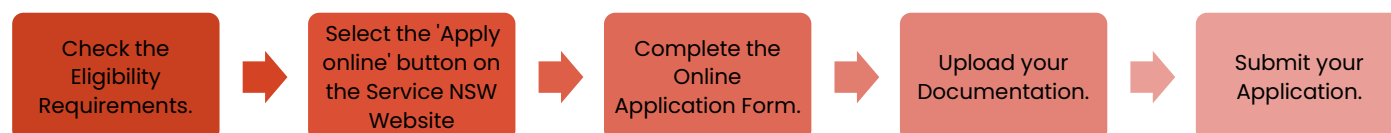
Into Training NSW also offers a face-to-face training option for applicants who prefer in-person learning. This course is delivered by our network of approved Bus Driver Authority Trainers located throughout NSW and covers all the essential knowledge and learning outcomes required to complete the final theory assessment. Upon successful completion, participants will receive an Evidence of Training Certificate, which is required to apply for a Bus Driver Authority (BDA).

If you prefer face-to-face training, please refer to our list of approved Bus Driver Authority Trainers, who can provide further details on course availability, timing, and costs. Regular face-to-face BDA courses are also held at our Parramatta and Erina NSW locations – contact Into Training NSW via the details below for further information.

[See our list of approved Bus Driver Authority Trainers here.](#)

TfNSW Driver Authority Application Process

Five simple steps to apply online for an NSW Bus Driver Authority



Service NSW Website – <https://www.service.nsw.gov.au/transaction/apply-for-a-bus-driver-authority>

From 1 August 2023, the NSW Government has introduced a \$70 fee waiver for those applying for a new Bus Driver Authority as part of efforts to boost bus driver numbers in NSW. The waiver ends on 31 July 2025.

If you require any assistance with your application, call Transport for NSW on (02) 8848 8700.