

# UNIQUE STUDENT IDENTIFIER

All students undertaking training delivered by a Registered Training Organisation will require a Unique Student Identifier (USI). A USI account will contain all nationally recognised training records and results from 1 January 2015 onwards. Once you create your USI you will need to give your USI to each training organisation you study with so your training outcomes can be linked.

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[www.usi.gov.au](http://www.usi.gov.au)

When students have received a letter of acceptance into their chosen VET course, they will be required to go online and create a USI before their course commences. VET Teachers will collect USI's from students on the first day so they can be given to the Registered Training Organisation for resulting.

## How to get your USI –

**STEP 1** Have at least one form of ID ready from the list below:

- Drivers Licence
- Medicare Card
- Birth Certificate
- Australian Passport
- Visa (with non-Australian Passport) for international students
- Certificate of Registration by Descent
- Immi Card

**STEP 2** Have your personal contact details ready (e.g. email, mobile number, address)

**STEP 3** Visit the USI website at [www.usi.gov.au](http://www.usi.gov.au)

**STEP 4** Select the “Create a USI” link and follow the steps

**STEP 5** Agree to the Terms and Conditions

**STEP 6** Follow the instructions to create a USI – it should only take a few minutes

**STEP 7** You should then write down the USI and keep it somewhere handy and safe

1. Students - please make sure you go online to create your USI before your course commences and bring it on your first day.
2. USI's are compulsory so all students undertaking training will require one.
3. If you need any support please speak your VET Coordinator or VET Teacher.