

USI (Unique Student Identifier)

Information for parents and students

Since 1 January 2015, the Australian Government has required all students studying Vocational Education and Training (VET) to have a Unique Student Identifier (USI). This includes students who are studying VET in schools.

There is no cost to the student. The USI will allow students to access their enrolment and achievement record for all VET learning online which will also help to prevent the loss of VET records.

Registered Training Organisations (RTO) must have a valid USI for a student before issuing a qualification or Statement of Attainment. This includes school RTOs.

What is a USI?

- A USI is a reference number. It is made up of numbers and letters.
- Creating a USI is free.
- It creates a secure online record of your nationally recognised training that you can access anytime and anywhere, and it's yours for life.
- The USI is linked to the National Vocational Education and Training (VET) Data Collection, and this means an individual's nationally recognised training and qualifications gained anywhere in Australia, from different training organisations, will be kept all together.

Why do students need a USI?

Students will need a USI:

- so that an RTO is able to issue a statement of attainment, or certificate, for nationally recognised accredited training
- for online access to their record of enrolment and achievement for VET learning
- to provide evidence of their accredited VET, for example when applying for a job or further study
- Students must have a USI prior to enrolment and commencing a qualification
- Students who cannot provide the RTO with a USI will not be awarded the Certificate or Statement of Attainment (SOA)

Who applies for a USI?

- A student can apply for a USI – check with their VET Teacher on how to apply or at the Australian Government USI website - create your USI.
- The student must then provide the USI details to their school or they will not receive a statement of attainment or qualification.
- If the student already has a USI number created, they must provide it to the school.
- If your student doesn't have a USI, signing this form gives permission for the school to sit with your student and help with the creation of the USI number. A copy of their Birth certificate (Australian), Passport, or current Medicare card must be provided to the school to help assist with this process, (if not already held by school).

I agree to:

- Provide USI already created
- I give permission for RPSHS to create my student's USI

(Parent Signature)