



Dear Parent / Guardian

From 1st January 2015, the Australian Government requires all students studying Vocational Education and Training (VET) to have a Unique Student Identifier (USI). This includes students who are studying VET courses 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 (from 1 January 2015); and no VET records will be lost.

The school as a Registered Training Organisation (RTO) must have a valid USI for a student before issuing a qualification or statement of attainment.

What is a USI?

Students will need a USI:

- So that the school as an RTO is able to issue statement of attainment, or certificate, for nationally recognised accredited training
- For online access to their record of enrolment and achievement of VET learning
- To provide evidence of their accredited VET, for example when applying for a job or further study

What do students need to do?

You will need to bring one of the following forms of identification:

- a) Driver's licence
- b) Medicare card
- c) Australian passport
- d) Visa (with Non-Australian Passport) for international students
- e) Australian birth certificate.
- f) Certificate of registration by descent
- g) Citizenship certificate
- h) ImmiCard

Students will need to apply online at <http://www.usi.gov.au/Students/Pages/steps-to-create-your-USI.aspx>

Once they have their USI they must give the number to Ms Neale in the Library, or to Mrs Fewtrell or Mrs Walsh in O Block. Similarly, if the student has difficulties applying for their USI number, one of the above can assist.

Please contact Judy Fewtrell Head of Senior Schooling on 3489 2333 if you have any questions.

Judy Fewtrell
HOD Senior Schooling

Michael Hornby
Principal