The Unique Student Identifier

The Unique Student Identifier: what you need to know

DO YOU HAVE YOUR UNIQUE STUDENT IDENTIFIER (USI) NUMBER?

From 1 January 2015 all participants in ACCREDITED training must have a USI.

What's a USI?

The objective of the USI is to provide Australian students with a lifelong number where training outcomes and achievements of every student can be individually captured centrally, kept secure and accessed on demand by the student or by a training provider as needed.

Find out more here www.youtube.com/watch?v=HRYaaF-B7Ho or go to www.usi.gov.au

> If you do not provide us with a USI, HRD Integrated Services cannot, by law, issue you a Certificate, a Statement of Attainment or a Statement of Results for your accredited training.

Don't have a USI?

You can apply now. It only takes about 5 minutes!

Go to www.usi.gov.au

It's easy ... follow these 6 simple steps

STEP 1: Have at least one form of ID ready: Driver's Licence, Australian Passport, Medicare Card, Birth Certificate, Visa (with non-Australian Passport), Immigration Card or Citizenship Certificate.

STEP 2: Have your personal contact details ready: address, email and/or phone number.

STEP 3: Visit usi.gov.au and click on Create a USI.

STEP 4: Agree to the terms and conditions and follow the USI steps.

STEP 5: Record your unique number and keep it somewhere handy and safe.

STEP 6: Bring this number with you when you enrol or re-enrol to continue a course.

Important enrolment information

It's important that your first name, surname and date of birth in our student management system match the ID you use to create your USI for verification (eg if you are Susan in the USI database and Sue at HRD, our student management system won't be able to verify your USI).

A discrepancy or mismatch will cause a delay in your enrolment or the issuing of a qualification document.

Note that HRD will not apply for a USI on your behalf. If you don't have a USI with you at the time of enrolment, HRD will provide you with computer access to get one.