

UNIQUE STUDENT IDENTIFIER (USI) FACT SHEET

What's a USI?

A USI is your lifelong educational ID, tracking your vocational training in Australia. Comprising ten numbers and letters, it grants online access to your training records and results from any device.

Why Do I Need a USI?

Every time you enrol in training, including off-the-job training for your apprenticeship or traineeship, you'll need your USI. Without it, you can't get Commonwealth financial aid or receive your training qualifications.

How do I check if I have a USI?

You might already have a USI if you've undertaken training since 2015. Check at usi.gov.au/students/find-your-usi.

How Do I Get a USI?

Creating a USI is free and easy. It does not take long at all! You'll need one of these IDs:

- Australian Driver's Licence
- Medicare Card
- Australian Passport
- Non-Australian Passport (with visa)
- Full Australian Birth Certificate
- Certificate of Registration by Descent
- Centrelink Concession Card
- Citizenship Certificate
- ImmiCard.

If you don't have any of these IDs, call the USI helpline on 1300 857 536.

To create your USI

- Have your contact details and ID ready.
- Go to www.usi.gov.au/students/get-a-usi
- Select 'Students' > 'Get a USI' and follow the steps.
- Agree to the Terms and Conditions.

Once you're done, your USI will be shown on the screen and sent to your preferred contact method. Save it somewhere safe and let Apprenticeship Support Australia know.

Notifying Apprenticeship Support Australia About Your USI

You must tell Apprenticeship Support Australia your USI at the signing of your Training Contract with your employer. Your Registered Training Organisation (RTO) might also request USI or seek your consent to retrieve your USI for their records in order to incorporate your results.

Vocational Education and Training Transcripts

Your USI account gives you access to your VET record online. It's like an official transcript of your vocational training. If you're starting a new apprenticeship or traineeship, share your USI transcript with your new employer for potential credits.

What Your Vocational Education and Training Transcript Doesn't Include:

- Statement of Attainment from your Training Organisation
- Training before 2015
- Higher Education Qualifications.

For more information

Visit the USI website www.usi.gov.au or call **1300 857 536**

