

Unique Student Identifier (USI)

A guide on the process and instructions for students.

Can you please register your son to obtain a Unique Student Identifier (USI).

What is a USI?

If you're studying nationally recognised training in Australia from 1 January 2015, you will be required to have a Unique Student Identifier (USI).

Your USI links to an online account that contains all your training records and results (transcript) that you have completed from 1 January 2015 onwards. Your results from 2015 will be available in your USI account in 2016. Watch the below youtube clip for further information. <https://youtu.be/Kw718QAbV5s>

What ID do I need to create a USI?

- a. Driver's Licence
- b. Medicare Card
- c. Australian Passport
- d. Visa (with Non-Australian Passport) for international students
- e. Birth Certificate (Australian) *please note a Birth Certificate extract is not sufficient
- f. Certificate of Registration By Descent
- g. Citizenship Certificate
- h. ImmiCard

The below link will let you create your USI:

Step 1: <https://www.usi.gov.au/students/create-your-usi>

Step 2: Click on the Green box at the bottom of the page which says: Create your USI NOW

Step 3: Read the terms and conditions and tick the I agree box and click next

Step 4: Click Create USI

Step 5: Enter all details ACCURATELY!

Step 6: Wait for ID to be verified

Step 7: Create password and select set questions (record this for your reference)

Step 8: Complete the below form and send to ahausen@stedmunds.act.edu.au

If you already have a USI but don't know it please follow these instructions:

Click on the same link as above then click on "I have forgotten my USI".

Please note your son can only have one USI it's like a tax file number.

Please print in BLOCK LETTERS:

Student First Name: _____

Student Family Name: _____

STUDENT USI:

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BLOCK LETTERS

Student sign: _____