

## Unique Student Identifier (USI) Form

### About this form

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.

When applying for a job or enrolling in further study, you will often need to provide your training records and results (transcript). One of the main benefits of the USI is the ability to provide students with easy access to their training records and results (transcript) throughout their life. You can access your USI account online from your computer, tablet or smart phone anytime. Fact sheets –available to download [Student Information for the USI](#)

It's free and easy to [create your own USI](#) and will only take a few minutes of your time. Alternatively, we can create your USI on your behalf. To do this we will need some additional identification information from you such as your driver's licence number.

### Student Information

<b>Full Name</b>	
<b>Student ID</b>	
<b>Date of Birth</b>	
<b>Email</b>	
<b>Phone</b>	
<b>Address</b>	

### USI Information

<b>Do you already have a Unique Student Identifier?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
<b>If you have a USI, please write it clearly in this space:</b>	Usi Number:
<b>If no, would you like us to create your USI on your behalf?</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>If yes, what State or Territory issued your Driver's Licence:</b>	
<b>What is your Driver's Licence Number?</b>	

**If you do not have a Driver's Licence, there are a range of other Proof of ID options including:**

- Medicare Card
- Australian Passport
- Visa (with Non-Australian Passport)
- Birth Certificate (Australian) \*please note a Birth Certificate extract is not sufficient
- Citizenship Certificate

You can review the Proof of ID examples at this site: [Verifying your identity - Unique Student Identifier](#). Please provide us a one of the alternative ID options.

“Please note information is collected on this form and during your enrolment is ordered to meet our obligations under ESOS Act and the National Code 2018; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the ESOS Act 2000, The Educations Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2018. Information collected about you on this form and during your enrolment can be provided, in certain circumstance es, to the Australian Government and designated authorities and if relevant, to the Tuition Protection Scheme and the ESOS Student Assurance Fund Director. In other instances, information collected on this form or during your enrolment can be discussed without your consent where authorized or required by law.”

## Student Declaration

*I declare that the documents and information I have provided is true and correct. I authorize Australian College of Technical Studies to verify my provided details with any party involved.*

**Student Signature:**

**Date:**

## Admin Use only

**I have verified the supporting documents**

Yes       No

**Result of Application**

Approved       Not Approved

**Signature of Admin Officer**

**Date of Approval**