

From 1 January 2015 if you are undertaking nationally recognised training delivered by a registered training organisation you will need to have a Unique Student Identifier (USI). Under the new requirements Training Prospects will not be able to issue your Certificate or Statement of Attainment without a USI.

A USI gives you access to your online USI account which is made up of ten numbers and letters. It will look something like this: 3AW88YH9U5. Your USI remains with you for life and is required each time you undertake nationally accredited training.

How to get a USI

You have two options for creating your USI:

1. Visit the USI website at usi.gov.au and 'Create a USI'. You will need at least and preferably two forms of ID ready. It should only take a few minutes and upon completion your USI will be displayed on the screen and must be provided to Training Prospects.
2. You are able to provide permission to Training Prospects to create your USI on your behalf. For Training Prospects to create a USI for you we will need the following:
 - a. Unique Student Identifier (USI) Privacy Form signed
 - b. Provide at least one and preferably two forms of ID ready from the list below:
 - i. Driver's Licence
 - ii. Medicare Card
 - iii. Australian Passport
 - iv. Visa (with Non-Australian Passport) for international students
 - v. Birth Certificate (Australian)
 - vi. Certificate Of Registration By Descent
 - vii. Citizenship Certificate
 - viii. Immi Card
 - c. Update contact details (over page) for information Training Prospects has not previously collected.

For more information regarding the Unique Student Identifier please refer to the [USI website](#).

Update contact details

Please note the details provided below must match the details on the form of ID provided.

Mr Miss Mrs Ms Gender M F

Family Name: _____

First Names: _____

Middle Name: _____

Date of Birth: _____ / _____ / _____

Town of birth: _____

Country of birth: _____

Select your preferred contact method for USI and provide details:

Email: _____

Mobile: _____

Mail (postal address): _____

Select your form of ID and must be sighted by Training Prospects or copy provided:

Driver's Licence:	<input type="checkbox"/>	Licence no:	State:
Medicare Card:	<input type="checkbox"/>	Number:	
<i>Circle card colour:</i> Green Blue Yellow		Ref No:	Expiry:
Australian Passport:	<input type="checkbox"/>	Doc No:	Expiry:
Visa (with non Australian Passport):	<input type="checkbox"/>	Passport No:	Country of issue:
Birth Certificate (Australian):	<input type="checkbox"/>	Reg No:	Issue date:
		Reg State:	Print Date:
Certificate of Registration by descent:	<input type="checkbox"/>	Acquisition date:	
Citizenship Certificate:	<input type="checkbox"/>	Stock No:	Acquisition date:
Immi Card:	<input type="checkbox"/>	Card No:	Issue date: