



## USI Permission and Verification Form

### Do you need a USI?

You will need a USI when you enrol or re-enrol in training from 1 January 2015 if you are a:

- Student enrolling in nationally recognised training for the first time, for example if you are studying at TAFE or with a private training organisation, completing an apprenticeship or skill set, certificate or diploma course
- School student completing nationally recognised training; or student continuing with nationally recognised training
- You are a continuing student if you are a student who has already started your course in a previous year (and not yet completed it) and will continue studying after 1 January 2015.

### How to get a USI?

You will need a USI when you enrol or re-enrol in training from 1 January 2015 if you are a:

It is free and easy for you to create your own USI online. While you may create your own USI, training organisations are also able to create a USI for you. We do this as part of the enrolment process when you begin studying.

For more information, please visit: [usi.gov.au](http://usi.gov.au)

Or contact Email: [usi@industry.gov.au](mailto:usi@industry.gov.au)

Phone: Skilling Australia Information line – 13 38 73

## STUDENT INFORMATION FOR USI

SURNAME

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(AS ON IDENTIFICATION)

GIVEN NAME

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(AS ON IDENTIFICATION)

MIDDLE NAME

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(AS ON IDENTIFICATION)

DATE OF BIRTH

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COUNTRY OF BIRTH

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TOWN OF BIRTH

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(AS ON IDENTIFICATION)

COUNTRY

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(IN WHICH YOU ARE STUDYING)

MOBILE NO

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EMAIL ADDRESS


USI

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(IF ALREADY OBTAINED)

### Identification that can be used for USI Application (tick one that is being provided)

- |   |   |
|---|---|
| <input type="checkbox"/> MEDICARE CARD                                      | <input type="checkbox"/> CITIZENSHIP CERTIFICATE                |
| <input type="checkbox"/> DRIVERS LICENCE                                    | <input type="checkbox"/> CERTIFICATE OF REGISTRATION BY DESCENT |
| <input type="checkbox"/> PASSPORT   | <input type="checkbox"/> IMMI CARD                              |
| <input type="checkbox"/> BIRTH CERTIFICATE (FULL CERTIFICATE , NOT EXTRACT) | <input type="checkbox"/> VISA                                   |

## PRIVACY NOTICE

You have been advised, agree, understand and consent that the personal information you provide in connection with your USI application:

- Is collected by the Student Identifiers Registrar for the purposes of:
  - Applying for, verifying and giving a USI;
  - Resolving problems with a USI; and
  - Creating authenticated vocation education and training (VET) transcripts;
- May be disclosed to:
  - Commonwealth and State/Territory Government Departments and Agencies and Statutory Bodies performing functions relating to VET for:
    - The purposes of administering and auditing Vocational Education and Training (VET), VET providers and VET programs;
    - Education related policy and research purposes; and
    - To assist in determining eligibility for training subsidies;
  - VET regulators to enable them to perform their VET regulatory functions;
  - VET Admission Bodies for the purposes of administering VET and VET programs;
  - Current and former Registered Training Organisations to enable them to deliver VET courses to the individual, meet their reporting obligations under the VET Standards and Government Contracts and assist in determining eligibility for training subsidies;
  - School for the purposes of delivering VET courses to the individual and reporting on these courses;
  - The National Centre for Vocational Education Research for the purposes of creating authenticated VET transcripts, resolving problems with USI's and for the collection, preparation and auditing of national VET statistics;
  - Researchers for education and training related research purposes; Any other person or agency that may be authorised or required by law to access the information;
  - Any entity contractually engaged by the Student Identifiers Registrar to assist in the performance of his or her functions in the administration of the USI system; and
- Will not otherwise be disclosed without their consent unless authorised or required by or under law.

The full copy of the Privacy Policy can be seen on this website <http://USI.gov.au/Pages/privacy-policy.aspx>. This site will also contain information on how to access and seek correction of the personal information held and how such complaints will be dealt with.

In accordance with Section 11 of the Student Identifiers Act 2014, Optimistic Futures information which we collect from individuals solely for the purpose of applying for the student has made the application or the information is no longer needed for law to retain it.

I have read and understood the privacy notice and I give my permission to Optimistic provided, to apply USI on my behalf, validate/verify my USI, disclose and use my view transcripts or extracts by using my USI.

STUDENT NAME

SIGNATURE

DATE

### For office use only:

ALL REQUIRED DATA RECEIVED FOR APPLICATION OF USI

☐ Yes ☐ No

USI APPLIED ON BEHALF OF THE STUDENT?

☐ Yes ☐ No

USI VERIFIED/VALIDATED

☐ Yes ☐ No

OPTIMISTIC FUTURES REPRESENTATIVE NAME

SIGNATURE

DATE