

## STUDENT USI FORM

As from 1 January 2015, we Correct Training Systems can be prevented from issuing you with a nationally recognised VET qualification or statement of attainment when you complete your course if you do not have a Unique Student Identifier (USI). In addition, we are required to include your USI in the data we submit to NCVET. If you have not yet obtained a USI you can apply for it directly at:

<http://www.usi.gov.au/students/create-your-usi> on computer or mobile device.

You may already have a USI if you have done any nationally recognised training, eg. training at work, completing a first aid course or RSA, getting a white card, studying at TAFE or training organization. It is important that you try to find out whether you already have a USI before attempting to create a new one. You should not have more than one USI. To check if you already have a USI, use the "Forgotten USI" link on the USI website at:

<http://www.usi.gov.au/faws/i-have-forgotten-my-usi>

**Record your USI number here for Correct Training Systems to use:**

**Your details MUST match the exact information you used when you created the USI.**

First name:	Family Name:									
Middle name:										
Date Of Birth:	DD/MM/YYYY									
USI Number (PLEASE PRINT CLEARLY)										

Alternatively complete the USI Application Form granting permission for Correct Training Systems to create the USI on your behalf.



## APPLICATION & PERMISSION FOR A STUDENT USI

### Application for Unique Student Identifier (USI)

If you would like us Correct Training Systems to apply for a USI on your behalf you must authorise us to do so and declare that you have read the privacy information at:

<http://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>. You must also provide some additional information as noted at the end of this form so that we can apply for a USI on your behalf.

I (NAME) \_\_\_\_\_ authorise Correct Training Systems to apply pursuant to sub-section 9(2) of the Student Identifiers Act 2014, for a USI on my behalf.

I have read and I consent to the collection, use and disclosure of my personal information (which may include sensitive information) pursuant to the information detailed at <http://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>

Your details **MUST** match the exact information on your Personal Identification document  
We will need to verify your identity to create a USI

First name:		Family Name	
Middle name:			
Date Of Birth: DD/MM/YYYY			
Country of Birth:		Town/City of Birth:	
Preferred Contact Method (This will be used by USI office to contact you, and to activate your USI)	Mobile Number:		
	Email		
	Postal Address		
	Suburb	State	Postcode
<b>Personal Identification</b> (Select and complete the details for <b>ONE</b> form of ID)	<input type="checkbox"/> <b>Australian Driver's Licence</b>		
	State: _____		Licence Number: _____
	<input type="checkbox"/> <b>Medicare Card</b>		
	Medicare Card Number: (10 digits): _____		
	Individual reference number (next to your name on Medicare Card) _____		
Card Colour: (Select which applies)			
Green <input type="checkbox"/> Expiry Date ____/____ (format MM/YYYY)			
Yellow <input type="checkbox"/> Blue <input type="checkbox"/> Expiry Date ____/____/____ (format DD/MM/YYYY)			
<input type="checkbox"/> <b>Australian Passport</b>			
Passport Number: _____			
<input type="checkbox"/> <b>Non-Australian Passport (with Australian Visa)</b>			
Passport Number: _____			
In accordance with section 11 of the Student Identifiers Act 2014, Correct Training Systems will securely destroy personal information which we collect from individuals solely for the purpose of applying for a USI on their behalf as soon as practicable after we have made the application or the information is no longer needed for that purpose.			