

# USI

## Unique Student Identifier

**What is a USI?** A USI is needed for every student undertaking nationally recognised training, which includes a 'TAFE' certificate, a traineeship, an apprenticeship and it also includes school aged students when they are completing a certificate as part of their studies. The identifier will be a combination of 10 numbers and letters.

**Why is this important to your child?** A USI follows the person who it belongs to and is necessary for all Karratha Senior High School students who will be completing a Certificate II or higher as part of their Year 11 and 12 studies.

**What's that? Your child isn't in Year 11 or 12?** The process takes 5 minutes, and once it has been created, you can provide the school with a copy to place on our database for safe keeping. If your child moves schools, the USI follows them.

**To create a USI, go to:**

<https://www.usi.gov.au/>

**You will need one form of ID:**

- Driver's Licence
- Medicare Card
- Australian Passport
- Visa (with non-Australian passport) for international students
- Australian Birth Certificate (not extract from birth)
- Certificate of Registration by Descent
- Citizenship Card
- ImmiCard

**Tips on creating a USI:**

- Use your child's legal name
- Have the USI sent to your child's email address
- Store a copy of the USI in a safe place – maybe even add "USI" as a contact on your mobile
- Provide the school with a copy of the USI

Students are required to have an identifier prior to being enrolled in a Certificate course. The USI is needed to issue the Certificate which a student has completed. If this is not done, students do not receive credit for the Certificate towards their WACE which can place them at risk of not meeting graduation requirements.

If you need any assistance on creating a USI or would like to email it to the school, please contact Jane Errey (jane.errey@education.wa.edu.au)