

!! ACTION REQUIRED !!

GET YOUR **USI** (UNIQUE STUDENT IDENTIFIER)

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WHAT IS A USI?

A USI (Unique Student Identifier) is your personal education number that:

- ✓ It stays with you for life
- ✓ Records your nationally recognised training and qualifications
- ✓ Is free to create



IT IS REQUIRED TO BE ABLE TO:

- ✓ Enrol and complete vocational education and training (VET) courses
- ✓ Participate in school-based or full-time traineeships, apprenticeships and future tertiary study
- ✓ Access your training records online

To create a USI:

1. Access our [Student Portal](#). By going to: usi.gov.au
2. Select '**create USI**'.
3. Enter a **personal email address** (avoid using training, work or shared email address).
4. Provide **one form of ID**.
5. Secure your account with **multi-factor authentication (MFA)**. If you don't have a personal mobile or email for MFA, you can still access your USI account using your username, password and security questions.
6. Your USI account is now **activated**.

FOR STEP 4

Have one form of identification ready:

- ✓ Medicare Card
- ✓ Australian Passport
- ✓ Australia Birth Certificate
- ✓ Learner's permit or Driver's Licence

!! IMPORTANT !!

Your details must match your identification exactly. Check:

- ➔ Full legal name
- ➔ Date of birth
- ➔ Identification details

ONCE YOU HAVE YOUR USI

Email your USI to: northalbany.shs@education.wa.edu.au

Include:

- ✓ **Student name**
- ✓ **Year level**
- ✓ **USI number**



Don't delay - USI is an important part of your education journey and future qualifications!



NEED HELP?

Parents/carers can assist with creating a USI.

CONTACT THE SCHOOL IF YOU NEED SUPPORT.