



Rockhampton VET Cluster

27 January 2015

Dear Parent/Caregiver

“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). This includes studying at TAFE or with a private training organisation, completing an apprenticeship or skill set, certificate or diploma course.” (Australian Government, 2014)

To help facilitate this process, your child will need to obtain **one** of the following forms of evidence and provide a copy, or photograph of this, for their VET Teacher/Coordinator that clearly displays the identification number. Forms of evidence include:

- Driver's Licence
- Medicare Card
- Australian Passport
- Visa (with Non-Australian Passport) for international students
- Birth Certificate (Australian).

VET teachers will support your child in registering for their USI during class time however students will require one of the forms of evidence listed above to complete this process. A specific date for this information will be organised with each class, however we aim to have all USI registrations completed by the end of February.

Please find attached a Fact Sheet from the Department of Education, Training and Employment that outlines the purpose of the USI for all VET Students and outlines the use of this information.

If you have any further queries please contact Mrs Hamilton or Miss Falconer on 4923 0327.

Yours faithfully

Janet Young
Principal

Karly Hamilton
HOD Senior Schooling

Att: USI Fact Sheet