

Dear Parent/Guardian and Student

UNIQUE STUDENT IDENTIFIER (USI) NUMBER

All students from Year 9 and above must now apply for a Unique Student Identifier (USI) number.

A USI is a reference number made up of numbers and letters that gives students access to their USI account. A USI will allow an individual's USI account to be linked to the National Vocational Education and Training (VET) Data Collection System that allows an individual to see all of their training results (qualifications and competencies).

The USI is available online and at no cost to the student. This process only takes a few minutes of your time. Students are required to apply for a USI via the website and inform the school of their individual USI number.

We are unable to print any qualifications (certificates) for students without this USI number.

Please follow the step-by-step instructions over the page and apply for your student's USI number. Go to <http://www.usi.gov.au/> to begin applying. Then click on this icon:



Your USI will be sent to you via email, SMS or mailing address (once you have completed the process successfully). You must select which method of contact you prefer. Please email the USI Number to usi@nerangshs.eq.edu.au and include in the email the following information:

Student Name:

Form:

USI Number:

If you have any further questions or have difficulty applying online, please contact Mrs Teng on Ph: 5503 7888.

Yours sincerely



Ms Hollie Robb
Principal



Mrs Jodie Teng
HOD Senior Schooling