Dear Parent,

Unique Student Identifier (USI)

It is compulsory for all students who undertake a Vocational Education and Training (VET) certificate course to create a Unique Student Identifier (USI) as a reference number. The USI will make it easier for students to record their VET achievements and ensure that students' VET records are not lost.

The USI is available online and at no cost to the student. This USI will stay with the student for life and be recorded with any nationally recognised VET course that is completed

The USI is also required by the School Curriculum and Standards Authority (SCSA) to allow VET certificate results to be counted towards the achievement of WACE.

The Unique Student Identifier can be created at http://www.usi.gov.au
This will only take a few minutes. When you have completed the process you will receive an email with your student's unique student identifier information.

Please forward the official email with the USI to: catherine.smith3@education.wa.edu.au. I will then add this number to your student's records. Please ensure that your student's full name and year level are included in the email.

We take a whole school approach to ensure that the USI is recorded on all Year 10 students' records and NO Year 11 Subject Selection will be processed without the USI.

If you are unable to assist your student to create their USI, please ask them to see me in Student Services with at least one of the following: a colour copy of your Medicare Card, the student's passport or a copy of their full birth certificate. I will then assist them to create their USI.

Any queries please contact me on 9471 0312.

Yours sincerely,

Catherine Smith
VET and Careers Coordinator
17 May 2018