Student Requirements for the Unique Student Identifier (USI)

From the 1st January, 2015, all students receiving a qualification from an RTO must obtain a Unique Student Identifier (USI). For Global Sustainable Energy Solutions, any student who will be completing their studies as of the 1st January, 2015, will require a USI. Students without a USI will not be issued their Statement of Attainment until a valid USI is presented.
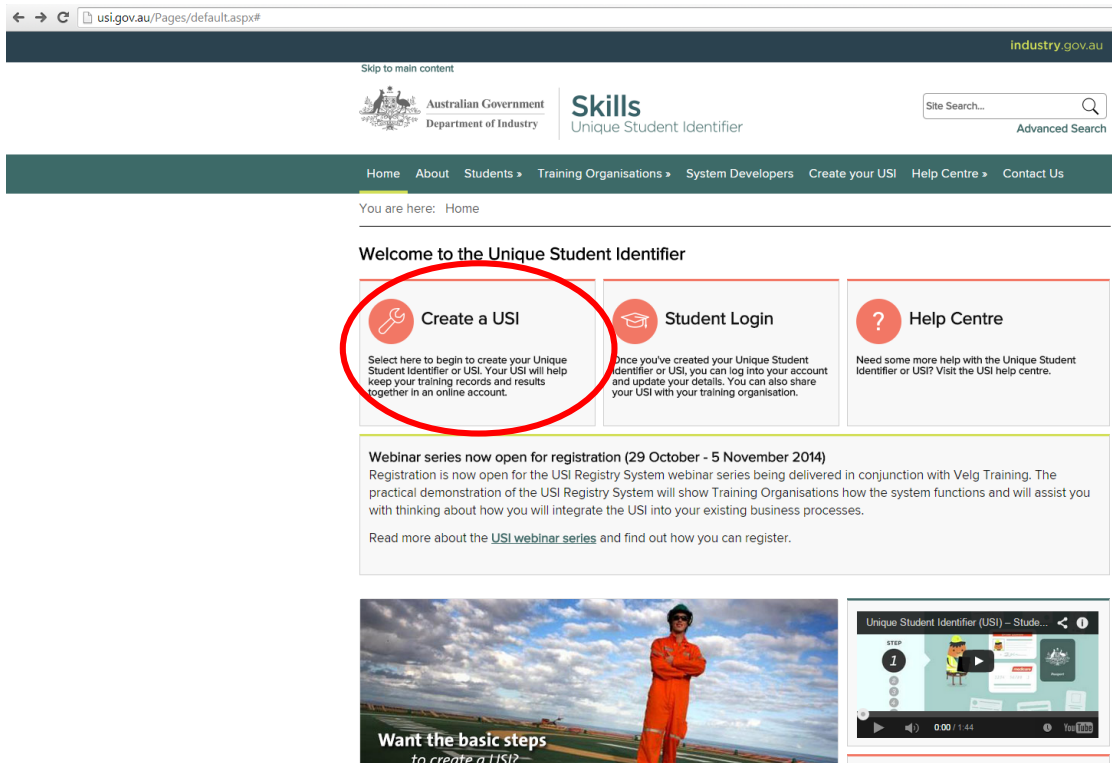
How do I get a USI?

There are two options open for students:

1. Create a USI by following the instructions at the USI website (http://usi.gov.au/Pages/default.aspx).
2. Give written permission for GSES to create a USI for you. To do so please either fill in the form online and submit it or fill in the forms found on page 3 of this document and send them to GSES.

Creating a USI

In order to create a USI you will need access to the internet access in order to visit the USI website. Whilst there you can click on "Create a USI" to start the process. Simply follow the details on the page in order to create your USI.

Global Sustainable Energy Solutions Pty Ltd. | P.O Box 614, Botany 1455 NSW Australia | 4/17-19 Green St Botany, 2019 NSW Australia
P 1300 265 525   F +61 2 8580 5744   E info@gses.com.au   www.gses.com.au   ABN 21 084 230 955

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Should you need any additional questions answered the following Frequently Asked Questions page will be able to assist you:
http://usi.gov.au/help-centre/student-help/Pages/create-a-USI.aspx#

Does obtaining a USI cost anything?

No, obtaining a USI does not cost anything.

Global Sustainable Energy Solutions Unique Student Identifier (USI) Application Form

In order to complete your course and obtain your statement of attainment you must apply for a Unique Student Identifier (USI) which is a part of a Federal Government program.

This identifier is used to record any qualifications you will obtain. You can only have one USI. For more information please visit the USI website http://usi.gov.au.

By signing this form, the signee (hereafter noted as "you") hereby gives permission to GSES to create the Unique Student Identifier for you. Any identification details given by you for the purpose of creating the Unique Student Identifier will be destroyed immediately after use

Name: _____

Signature: _____

Date: _____

You **must** provide all of the details on the second page and a copy of one of the following forms of identification in order for GSES to create the Unique Student Identifier for you:

a. Driver's Licence

b. Medicare Card

c. Australian Passport

d. Visa (with Non-Australian Passport) for international students

e. Birth Certificate (Australian) *please note a Birth Certificate extract is not sufficient

f. Certificate of Registration By Descent

g. Citizenship Certificate

h. ImmiCard

Further details as to what needs to be given on these forms of identification can be found on http://www.usi.gov.au/Students/Pages/proof-of-ID.aspx

Details Required

The following information must be provided

First name as per official documentation: _____

Middle name as per official documentation: _____

Family name as per official documentation: _____

Date of Birth (DD/MM/YYYY): _____

Country of Birth: _____

Town/City of Birth: _____

Gender: Male/Female/X

Country in which you are studying: _____

Preferred Contact Method (Please circle): Email/Mobile/Mail

Email Address (This is required as your USI confirmation details must be here): _____

Mobile Phone Number E.g. +61 555 555 555 (remove the zero at the start): _____

Home Phone E.g. +61 2 5555 5555: _____

Country of Residence: _____

Address: _____

Suburb/Town/City: _____

State: _____

Postcode: _____

I have attached a copy of one of the forms identification as listed on page 3 and understand that any identification details given for the purpose of creating the Unique Student Identifier will be destroyed immediately after use.

YES ☐
NO ☐

After the creation of the USI, you will receive an email finalizing the USI creation process. A valid email **MUST** be given in order to obtain your USI.