

## Unique Student Identifier Statement

Unique Student Identifier (USI) is the identification number you're given when you enrol with a Registered Training Organisation (RTO), such as Broadspectrum Training Services (BTS).

A USI has been a National Government requirement for all students since January 1<sup>st</sup>, 2015. It gives you access to your online USI account. Your USI account contains all the nationally recognised training records that you've completed since 1<sup>st</sup> January 2015.

### Do I Really Need A Unique Student Identifier?

**Yes.** As of January 1 2015, all students who are undertaking nationally recognised training need to have a USI. This includes studying for a nationally recognised qualification with an RTO.

If you do not have a USI, you can apply for one through the USI website at [www.usi.gov.au](http://www.usi.gov.au)

### How To Create A USI?

There's no need to be apprehensive - creating your USI is a relatively easy process. In fact, it can be completed online in just a few minutes and it is completely free of charge.

The online form will prompt you to provide evidence of your identity and some personal details, including (but not limited to) your full name, age and address and country and place of birth.

Your USI will then be displayed on the screen and forwarded to you either by SMS text message, email or postal address.

It is important to keep a record of your USI, as you will need to provide it for all future nationally accredited training that you undertake. If you're having any issues, contact us at [RTO@broadspectrum.com](mailto:RTO@broadspectrum.com) and we can help you generate your USI.

### What Benefit Does a USI Have?

Your USI helps when you are commencing study with a new RTO or beginning a new job with a new employer. Under Government legislation, training organisations can only issue certification when they have received your USI. If you're enrolling in a new course, your registered training organisation will need to collect and verify your USI. To help your training organisation to do this, you may want to print or email your USI verification details.

You can also set up access for organisations to view and/or update your USI account, or to view your transcript. Providing access to your USI account and your transcript may assist your training organisation to process your enrolment.