

USI Collection Statement

What your Unique Student Identifier is, why we need it, and how we use it

Your future, your way.

What is a USI?

Your Unique Student Identifier (USI) is a free, lifetime number issued by the Australian Government. It connects everything you study in vocational education and training (VET) — at every Registered Training Organisation, throughout your life. It looks like a 10-character mix of numbers and letters.

Why does WAYS need your USI?

Under the Student Identifiers Act 2014, every Australian VET student must have a USI. WAYS Youth Training (RTO 90114) cannot issue you a nationally recognised qualification or statement of attainment without one. This applies to every qualification on our scope.

What we do with your USI

- Verify your identity at enrolment using the USI Registry
- Report your training activity (enrolments, outcomes, completions) to the National Centre for Vocational Education Research (NCVER) under AVETMISS — the national VET data standard
- Report to Training Services NSW for Smart & Skilled subsidy administration
- Make available to ASQA on audit (the national VET regulator)
- Connect your achievements at WAYS to your USI Transcript — the lifetime record you can access at usi.gov.au

What if you don't have a USI?

Creating a USI is free and takes about 5 minutes. Visit usi.gov.au and follow the prompts. You'll need one form of ID (driver licence, Medicare card, or passport are commonly used). If you don't have suitable ID, contact us — we can help you work through the options.

If you'd prefer, we can create a USI on your behalf at enrolment. We'll need to sight your ID and ask a few questions.

Privacy and storage

We store your USI securely in our Student Management System (Wisenet) under password-protected access. Access is limited to authorised RTO staff. We retain USIs as required by the USI Registrar and AVETMISS reporting obligations. We do not share your USI with anyone outside the listed regulatory recipients.

Right to refuse

You can refuse to provide your USI. If you do, we cannot issue you a nationally recognised qualification or statement of attainment from WAYS. Practically, this means there's no point completing the training without one — so we encourage you to create one before you commence.

Questions?

Phone: (02) 9365 2500 · Email: training@ways.org.au

USI Registrar: usi.gov.au · Phone 1300 857 536

Inline notice (100 words) — for use on the WAYS info pack widget

Why we ask for your USI: under Australian law (Student Identifiers Act 2014), every VET student must have a Unique Student Identifier (USI) before we can issue a nationally recognised qualification. Your USI is a free, lifetime ID linking your study record across providers. We use it to verify your identity, report training activity to NCVER (national VET data) and Training Services NSW (Smart & Skilled), and add achievements to your USI transcript. If you don't have a USI, create one in 5 minutes at usi.gov.au, or we'll help you at enrolment. Your USI is stored securely in our system. Questions: training@ways.org.au.

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Document control

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