Orientation & Enrolment 31st Jan, 2019
International Students - St George Campus
DATE  Thursday, 31 Jan 2019

TIME  11.00 am to 2.00 pm

VENUE  TAFE NSW St George, Building B, Library
       Corner of Princess Highway and President Avenue St George, NSW, 2217

DOCUMENTS TO BRING  Bring a copy of the following documents with you:
   • TAFE NSW Offer Letter
   • Confirmation of Enrolment (CoE)
   • Proof of tuition fee payment
   • Passport (original) and a valid student visa
   • Unique Student Identifier (USI) number

CONTACT PERSON  Name  Kimberly O’Keefe
                  Location  TAFE NSW St George, Building D, Ground Level, Room DG.07A
                  Corner of Princess Highway and President Avenue St George, NSW, 2217
                  Telephone  +61 2 9598 6144
                  Email  Kimberly.okeefe@tafensw.edu.au

IMPORTANT INFORMATION

Attendance is compulsory.

If you are not present at orientation, you may lose your place in the course. You must contact us if you are unable to attend the program.

Students who do not enrol and start their course by the start date or by any approved late start date may be referred to the Department of Home Affairs, and may risk cancellation of their student visa.
Important information about your USI (Unique Student Identifier)

To apply for your USI, please follow the steps below:

2. Follow the steps on the website
3. Enter your personal detail on the USI website
   Please note that your personal details must be exactly the same as in your passport.
4. Print your USI below and bring this to your orientation session.

USI Number: __________________________________________

Example of USI Creation Notice

Dear Student,
SUCCESSFUL CREATION OF UNIQUE STUDENT IDENTIFIER (USI)
Your USI Account has been successfully created with the following details:
USI: ABCD1234
First Name: John
Middle Name: -
Last Name: Smith
Birth Year: 1988

Please take this creation notice with you when you enrol as you will need the above details for the training organisation to verify that your USI is correct.

You will only ever need one USI and it is yours for life. Please keep a record of your USI somewhere safe for future reference as you will need this every time you undertake training.

You can update your details, assign access rights and view any training outcomes (when available) by logging in to your USI account at any time. If you lose your USI or forget your password you can visit our website [www.usi.gov.au](http://www.usi.gov.au) to recover it.

Why do you need a USI

The USI is an important part of the national training data collection. It helps ensure that all records for the same person in the collection stay together regardless of which training provider delivers the training.

- Your training provider cannot issue you with a certificate or other evidence of your nationally recognised training outcomes without collecting and verifying your USI, except where special exemption exist.
- Nationally recognised training includes both long courses leading to diplomas and certificates as well as short courses (e.g. for first aid, trucking licenses).
- The USI can provide you with a password protected online access to your national training records.


If you believe you are receiving this notification in error, please contact us through our website [www.usi.gov.au](http://www.usi.gov.au).

Regards,
Student Identifier Registrar USI Office
GPO Box 9880 Canberra ACT 2601 Australia
Phone: 1300 857 536 | Email: isu@education.gov.au | Web: [www.usi.gov.au](http://www.usi.gov.au)