

Application Processing Authorisation Form (USI)

Permission for PICAC to apply for a Unique Student Identifier (USI) on behalf of a student in accordance with the Student Identifier Act 2014 (cth).

Given (first) name: _____

Last name: _____

Date of birth: _____

(Please tick each item below before signing this form.)

- I have read the privacy notice provided overleaf and give permission for PICAC to apply for my USI on my behalf.
- I have provided a copy of my identity (e.g. Drivers Licence) and am aware that PICAC has taken a copy so that they may use this data to apply on my behalf.
- I also understand that this copy (together with any date entered into the Student Management System) will be safely destroyed/shredded on completion of the application for the USI.
- I understand that if I have not provided all the information or is inaccurate, then this may affect the Student Identifiers Registrar's ability to provide me with a USI and in turn this may affect the ability of PICAC to issue me with a Certificate or Statement of Attainment on conclusion of my course.

Student signature: _____

Date: _____

Privacy notice

You are advised and agree that you understand and consent that the personal information you provide in connection with an application for a USI is collected by the Student Identifiers Registrar:

- for the purposes of:
 - applying for, verifying and giving a USI;
 - resolving problems with a USI; and
 - creating authenticated vocational education and training (VET) transcripts;
- may be disclosed to:
 - Commonwealth and state/territory government departments and agencies and statutory bodies performing functions relating to VET for:
 - * the purposes of administering VET, VET providers and VET programs;
 - * education related policy and research purposes; and
 - * the assistance in determining eligibility for training subsidies;
 - VET Regulators to enable them to perform their VET regulatory functions;
 - VET Admission Bodies for the purposes of administering VET and VET programs;
 - current and former registered training organisations to enable them to deliver VET courses to the individual, meet their reporting obligations under the VET standards and government contracts and assist in determining eligibility for training subsidies;
 - schools for the purposes of delivering VET courses to the individual and reporting on these courses;
 - the National Centre for Vocational Education Research for the purpose of creating authenticated VET transcripts, resolving problems with USIs and for the collection, preparation and auditing of national VET statistics;
 - researchers for education and training related research purposes;
 - any other person or agency that may be authorised or required by law to access the information;
 - any entity contractually engaged by the Student Identifiers Registrar to assist in the performance of his or her functions in the administration of the USI system; and
- will not otherwise be disclosed without their consent unless authorised or required by or under law.

Note: The Student Identifiers Registrar's Privacy Policy is obtainable from <http://www.usi.gov.au/Documents/Student-Identifiers-Registrar-privacy-policy-v1.1.docx> and this document contains information about how the individual may:

- access and seek correction of the personal information held about them; and
- complain about a breach of privacy and how such complaints will be dealt with.