

A **Unique Student Identifier (USI)** is a reference number (administered by the Department of Education and Training) made up of numbers and letters which gives students access to their USI account. A USI will allow an individual's USI account to be linked to the National Vocational Education and Training (VET) Data Collection allowing an individual to see all of their training results from all providers including all completed training units and qualifications.

Obtaining a USI from the USI Website

The following steps outline how to obtain your own USI from the USI website.

1. Go to www.usi.gov.au and log in or create an account
2. In the USI official website, in the Student section, select **Create your USI**.
3. You will need to provide details about a form of identification that will be used by the USI system to confirm your identity. This may be in the form of a: Driver's Licence, Medicare Card, Australian Passport or other forms as listed on the website. Please note you will need to provide your Town/City of Birth.
4. Follow the prompts on the USI to obtain your USI.
5. Once you have obtained a USI, go back to LaDIS >**My Account>Personal Details** and enter it in the **Unique Student Identifier** box. Then click on **Save** at the bottom of the screen.

Note: Do you have a First Name and Family Name e.g. John Smith?

Most users will need to select Yes. Only select No if you are officially known by one name (you do not have a last name).

If you experience problems or have any questions email please Raise a Support Ticket by clicking here: [Contact FFM Support](#)

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