USI Privacy Notice

Consent for Collection, Use or Disclosure of Personal Information

The following is provided to you on behalf of the Student Identifiers Registrar.
You are advised and agree that you understand and consent that the personal information you provide in connection with your application for a Unique Student Identifier (USI):

- is collected by the Registrar as authorised by the Student Identifiers Act 2014.
- is collected by the Registrar for the purposes of:
    - processing my application for a USI;
    - verifying and providing a USI
    - resolving problems with a USI and creating authenticated Vocational Education and Training (VET) transcripts.
- may be disclosed to:
    - a number of organisations, departments, regulators and other persons where it is reasonably necessary for the purposes of performing functions or exercising powers
    - the Oversight Authority in instances pertaining to digital identity to enable them to perform their functions
    - current and former registered education and training providers to:
        - enable them to deliver VET and Higher Education courses
        - meet their reporting obligations under the VET and Higher Education standards and government contracts
        - assist in determining eligibility for training subsidies and higher education funding
    - schools for the purposes of delivering VET courses to me and reporting on these courses
    - the National Centre for Vocational Education Research (NCVER) for the purpose of:
        - creating authenticated VET transcripts
        - resolving problems with USIs
        - collecting, preparing and auditing 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 will not otherwise be disclosed without their consent unless authorised or required by or under law.
- will not otherwise be disclosed without their consent unless authorised or required by or under law.

From 1 January 2015 Work Skills can be prevented from issuing you with a nationally recognised VET qualification or statement of attainment when you complete your course if you do not have a Unique Student Identifier (USI). In addition, Work Skills are required to include your USI in the data we submit to NCVER.

Your personal information and the USI application process

The USI application process requires personal information, including your:

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- name
- date and place of birth
- gender
- contact details
- identification documents.

This information is used to confirm your identity and ensure your USI is unique.

The USI Registry System only keeps information about your name, date and place of birth, gender, contact details and the type of identification provided. The USI Registry System doesn't retain details from the ID used to create your USI.
If you have authorised Work Skills to create a USI on your behalf, they're required by law to destroy your personal information as soon as possible after making the USI application.

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Privacy Policies and Complaints

You can find further information on how the Registrar collects, uses and discloses the personal information about you in the Student Identifiers Registrar's Privacy Policy or by contacting the Registrar by telephone. on 1300 857 536 or for international enquiries on +61 2 6240 8740. The Registrar's Privacy Policy contains information about how you may access and seek correction of the personal information held about you and how you may make a complaint about a breach of privacy by the Registrar in connection with the USI and how such complaints will be dealt with.

You may also make a complaint to the Information Commissioner about an interference with privacy pursuant to the Privacy Act 1988, including in relation to the misuse or interference of or unauthorised collection, use, access, modification or disclosure of USIs.