

Unique Student Identifier Application form

If you wish for Australian School of Commerce (ASOC) to create a USI on your behalf, be aware of the following:

ASOC will collect information about you for the purpose of creating a USI, this information is collected under the *Student Identifiers Act 2014*

This information can only be used for:

- Applying, verifying and giving a USI
- Resolving problems with a USI; and
- Creating authenticated vocational education and training (VET) transcripts;

This information may be shared with:

- Commonwealth and State/Territory government departments and agencies and statutory bodies performing functions relating to VET for:
 - The purpose of administering and auditing VET, VET providers and VET programs;
 - Education related policy and research purposes; and
 - To assist in determining eligibility for training subsidies
- VET regulators to enable them to perform their VET regulatory functions;
- VET admissions Bodies for the purpose of administering VET and VET programs,
- Current and former Registered Training Organizations to enable them to deliver VET courses to individual, meet their reporting obligations under the VET standards and government contracts and assist in determining eligibility for training subsidies;
- Schools for the purpose 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 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

Information will not be disclosed without your consent unless authorised or required by or under law.

If you don't have a USI and you have authorised ASOC to apply for a USI on your behalf, then please fill in the below mentioned details and submit it to the Administration Manager

Note: Prior to filling up the USI Application form, students are required to declare that you have read the privacy information provided in the Application form or available at <https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>.

You must also provide some additional information as noted below so that ASOC can apply for a USI on your behalf.

I authorise ASOC to apply pursuant to sub-section 9(2) of the Student Identifiers Act 2014, for a USI on my behalf.

I have read and I consent to the collection, use and disclosure of my personal information pursuant to the information detailed at <https://www.usi.gov.au/documents/privacy-notice-when-rto-applies-their-behalf>.

Town/City of Birth _____
(please write the name of the Australian or overseas town or city where you were born)

Additional Information for USI Application

Verification of Identity is required to create your USI. Please provide details for one of the forms of identity below (please tick). Please ensure that the name written in 'Personal Details' section on your Application form is exactly the same as written in the documents provide below.

Australian Driver's License State: _____

M.S Aviation Pty Ltd T/A Australian School of Commerce

RTO NO. 41089 I CRICOS NO.: 03489A

Melbourne Campus: Level 4, 123-129 Lonsdale Street Melbourne, Victoria 3000 Australia

Hobart Campus: Level 4, 18 Elizabeth Street, Hobart Tasmania 7000 Australia

Ph: 1300 781 194

E: Info@asoc.edu.au

W: www.asoc.edu.au

License Number: _____



Australian
School of
Commerce

Medicare Card

Medicare card number

Individual reference number (next to your name on Medicare card):

Card colour: (select which applies)

Green - Expiry date ____/____/____ (MM/YYYY)

Yellow - Expiry date ____/____/____ (DD/MM/YYYY)

Blue - Expiry date ____/____/____ (DD/MM/YYYY)

Australian Birth Certificate State/Territory _____

Australian Passport Passport number _____

Non-Australian Passport (with Australian Visa): Passport number _____

Country of issue _____

Immicard Number _____

Citizenship Certificate

Stock number _____ Acquisition date ____/____/____ (DD/MM/YYYY)

Certificate of Registration by Descent

Acquisition date ____/____/____ (DD/MM/YYYY)

In accordance with section 11 of the Student Identifiers Act 2014, ASOC will securely destroy personal information which we collect from individuals solely for the purpose of applying for a USI on their behalf as soon as practicable after we have made the application, or the information is no longer needed for that purpose, unless we are required by or under any law to retain it.