



TAFE
NSW

Orientation & Enrolment 2020

International Students



TAFE NSW

DATE	Wednesday 29th January
TIME	10.00am – 1.30pm
VENUE	TAFE NSW Newcastle, Riddell Theatre, Ground Floor, Block P, 266 Maitland Road, Tighes Hill NSW
DOCUMENTS TO BRING	<ul style="list-style-type: none">• 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	Angela Foster Newcastle Campus – Block P, Ground Floor, Room 19 – PG19 +61 2 4963 7839 angela.foster3@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 ASAP if you are unable to attend the orientation email angela.foster3@tafensw.edu.au

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:

1. Go to www.usi.gov.au
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 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.

More information is available at www.usi.gov.au.

If you believe you are receiving this notification in error, please contact us through our website 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



TAFE NSW International

www.tafensw.edu.au/international

CRICOS Provider Name: TAFE NSW – Technical and Further Education Commission

CRICOS Provider Code: 00591E

Registered Training Organisation 90003

Higher Education Provider PRV12049