

USI application through Rockhampton State High School (RTO 30345)

By signing this form you have indicated you would like Rockhampton State High School to apply for a USI on your student's behalf. You must authorise us to do so and declare that you have read the privacy information. We need to verify identity to create your USI. Please fill in the details and return to Mrs Crow in Senior Learning Centre.

- Please provide details for one of the forms of identity below (numbered 1 to 6).
- Please ensure that the name written in the 'Student's Full Legal Name' section is identical to that written in the document you provide.

In accordance with Section 11 of the *Student Identifiers Act 2014*, Rockhampton State High School will securely destroy personal information that 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.

Parent / Carer Name:	Parent / Carer Signature:	Date:
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STUDENT DETAILS (Please make writing neat and clear to read)

	Student's Full Legal Name										
	Date of Birth										
	Town/City and Country of Birth										
	Student's Email Address										
	Student's Mobile Number										
1	Medicare card	Name:									
	Card number										
	Individual reference number (the number next to your name)										
	Expiry date									Green <input type="checkbox"/>	
2	Australian Birth Certificate	Name:									
	State or Territory									Registration Date:	
	Certificate number										
3	Australian Passport	Name identified on passport									
	Passport number										
4	Non-Australian Passport (with Australian Visa)	Name identified on passport									
	Country of birth										
	Town/City of birth										
	Country of issue										
	Passport number										
5	Immigration Card	Name identified on card									
	ImmiCard number										
6	Citizenship Certificate	Name identified on certificate									
	Certificate number										

For office use only			
Processed by:	Signature:	USI Verified by:	OneSchool
USI recorded in OneSchool and STUM:		Date:	

PRIVACY NOTICE

Under the *Data Provision Requirements 2012*, **Rockhampton State High School** is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research (NCVER).

Your personal information (including the personal information contained on this form and your training activity data) may be used or disclosed by **Rockhampton State High School** for statistical, regulatory and research purposes. **Rockhampton State High School** may disclose your personal information for these purposes to third parties, including:

- school - if you are a secondary school student undertaking VET, including a school-based apprenticeship or traineeship
- employer - if you are enrolled in training paid for by your employer
- Commonwealth and State or Territory government departments and authorised agencies
- NCVER
- organisations conducting student surveys
- researchers.

Personal information disclosed to NCVER may be used or disclosed for the following purposes:

- issuing a VET statement of attainment or qualification, and populating authenticated VET transcripts
- facilitating statistics and research relating to education, including surveys
- understanding how the VET market operates, for policy, workforce planning and consumer information
- administering VET, including program administration, regulation, monitoring and evaluation.

You may receive an NCVER student survey which may be administered by an NCVER employee, agent or third-party contractor. You may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the *Privacy Act 1988* (Cth), the VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at www.ncver.edu.au).