Dear Students

10 easy steps to get your Unique Student Identifier and register with us

One major change to VET next year is the introduction of the Unique Student Identifier (USI). The USI will be a unique number that you will have.

Your USI will help keep your training records and results together in an online account controlled by you.

Each time you enrol to study with a new training organisation, your USI will be used to store your training records and results.

By having a USI you will be able to access your training records and results (or transcript) whenever you need them. For example, for a new employer or when you enrol to study at a new training organisation.

Your USI can be accessed online from your computer, tablet or smart phone and gives you access to your training records and results at your fingertips.

In order to register with us you will need to obtain your USI. You will not be able to register with us, and we will not be able to issue you with a certificate, until you provide us with your USI.
STEP 1: You will need to provide one piece of information when you register online for your USI. You will need to have with you one of the following:

a. Driver's Licence
b. Medicare Card
c. Australian Passport
d. Visa (with Non-Australian Passport) for international students
e. Birth Certificate (Australian) *please note a Birth Certificate extract is not sufficient
f. Certificate Of Registration By Descent
g. Citizenship Certificate
h. ImmiCard

Important: The details you enter MUST match the details on your form of ID

STEP 2: Open up a web browser and type in:
http://www.aiet.edu.au/AIETWEB/VETiS_Registration.html. (and go to STEP 5)

OR:

Log on to our web site at www.aiet.edu.au

STEP 3: Click on ONLINE REGISTRATION (or type in:

STEP 4: Click on “Click HERE for online registration for VET in Schools courses”

STEP 5: Enter the password vetinschools

STEP 6: Click on the link “Or click here”. This will take you to the USI web site.

STEP 7: Click on Create your USI NOW (at the bottom of the page).

STEP 8: Follow the prompts and enter the information to create your USI. Your USI will be emailed to you so make sure that you have a valid email address that you can use.

STEP 9: Once you have your USI, return to our registration web page.

STEP 10: Complete our registration form, remembering to click SUBMIT at the end of the form. If you enter an email address you will get confirmation of your registration from us.