



TULLY STATE HIGH SCHOOL

Unique Student Identifier (USI) – How to create guide

1. Access the USI portal on your phone or computer.

Use the following link to reach the USI landing page. <https://www.usi.gov.au/> Select “create your USI” to scroll down on this page to move to step 2 and 3.

2. You need a USI for;

- studying nationally recognised certificate course
- enrolling in university or getting a student loan to pay for university
- completing nationally recognised training including White Card Courses or First Aid Courses

3. Complete steps to create a USI

We recommend that you use the same identification document to create your USI, your Tax File Number (TFN) and myGov account.

i To create a USI:

1. Access our **Student Portal**.
2. Select '**create USI**'.
3. Use a **personal email address**, not a shared or work email.
4. Provide **one form of ID**.
5. Secure your account with **multi-factor authentication (MFA)**. If you don't have a personal mobile or email for MFA, you can still access your USI account using your username, password and security questions.
6. Your USI account is now **activated**.

Create your USI now

4. Select the create your USI now

Follow the steps through each screen either selecting create USI or answering questions to continue to the application page.

5. Verify your identity and complete the application

Follow the process to verify your identity, create your USI account and receive your USI. Please save this in a safe place and send through a copy to Mr Rohl via email @ jrohl10@eq.edu.au. If you need assistance with this process please contact Mr Rohl or Mrs Kurschat.

A world of possibilities for everyone