Your USI VET transcript

What is a USI?

Your Unique Student Identifier (USI) is your personal education number. It's required for all nationally recognised study, including university and vocational education and training (VET).

What is a USI VET transcript?

A USI VET transcript shows all your completed nationally recognised training since 2015. It does not show your university studies.

Use your VET transcript to:

- apply for a credit transfer

- demonstrate pre-requisites for future training

- backup original documentation

- show proof of qualifications to employers and others

- minimise unnecessary retraining.

usi.gov.au

How to share your VET transcript

Sharing your VET transcript is a convenient and secure way to prove your qualifications to potential employers and demonstrate pre-requisites for further training.

1 Log in to your USI account via the **USI Student Portal**.

2 Select **'view VET transcript'**.

3 Read and acknowledge the Transcript Disclaimer, select **'next'**.

4 In the VET transcript details area, use the check boxes on the left to select all training records for a full VET transcript, or specific training records for a VET transcript extract.

5 Select **'download transcript'**.

6 Select **'yes'** to 'do you want to create a viewable VET transcript?'.

7 Choose a relevant time for the VET transcript to be accessible for.

8 Select **'next'** and **'continue'**.