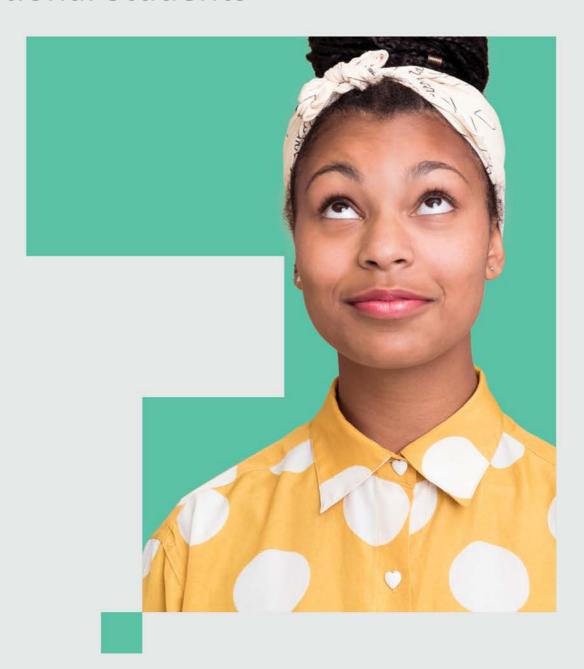


# Orientation & Enrolment

### **International Students**



#### TAFE NSW MACQUARIE FIELDS

DATE	Monday, 10 July 2017	
TIME	1.00 pm to 2.30 pm	
VENUE	TAFE NSW Macquarie Fields, Block A, Ground Floor, Room AG.13 32 Victoria Road, Macquarie Fields, NSW, 2142	
COURSES	Wall and Floor Tiling	
PROGRAM FOR THE DAY	<ul> <li>Set up your student profile</li> <li>Discussion of expectation of your studies in Australia</li> <li>Overseas Student Health Cover</li> <li>Enrol into your course, process your student card and obtain your timetable</li> <li>Tour of the campus</li> </ul>	
DOCUMENTS TO BRING	Bring a copy of the following documents with you:  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	Name Location Telephone Fmail	Alicia Mawson, International Student Support Coordinator  Block A, Ground Level, 500 Chapel Road, Bankstown, NSW, 2142  +61 2 9796 5458  swsi.international@tafensw.edu.au
	Email	swsi.international@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 if you are unable to attend the program.

Students who do not enrol and start their course by Monday, 17 July 2017 may be referred to the Department of Immigration and Border Protection (DIBP), and may risk cancellation of their student visa.

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## MACQUARIE FIELDS

**COLLEGE** 

Victoria Road Macquarie Fields, NSW 2564 | p: 13 7974



- A Electrotechnology, ICT and Design Faculty Wirriga Room
- B.G Customer Service Centre
  - · Information and Administration
  - · Disability Services
  - · Career Advice and Counselling
  - Library

Information and Communications Technology (ICT) Services Unit (West) Wall and Floor Tiling (West) Barmah Room

B.1 Fashion

- C Main Store
  Maintenance Office
  Security
  Xerox DocuCare Office
- E Wall and Floor Tiling
- F Wall and Floor Tiling Workshops
- H.G Computer Classrooms (West and East) General Classrooms (West and East) Networking Laboratory (East)
- H.1 General Purpose Classrooms
  Computer Classrooms
  Foundation Skills
  Business Administration (West)
  Information Technology (West)

- J First Aid Room Canteen Facilities Coordinator
- K Health and Fitness
   Gym
   Teachers Offices
   Aerobics Room
   Classrooms
- L Storage Compound
- M Personal and Community Service
   Clinic Rooms Ageing and
   Disabilities
   Office Ageing and Disabilities

Disclaimer: While every reasonable effort was made to ensure that the information contained in this publication is correct at the time of printing it may be subject to change. Jan 2016

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#### 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 <a href="www.usi.gov.au">www.usi.gov.au</a> 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

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TAFE NSW International Students www.studyintafe.edu.au

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

CRICOS Provider Code: 00591E

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