

Federation University Australia

Student Services and Amenities Fee (SSAF)

2023 Allocation Report

The *Higher Education Support (Student Services, Amenities, Representation and Advocacy) Guidelines 2022* require higher education providers to provide a publicly available report on student services and amenities fee (SSAF) allocations and actual expenditure for the year as part of their annual reporting and in the form approved by the Minister. This *SSAF Allocation Report* is the form approved by the Minister.

Additional reporting was introduced to allow for greater transparency and consistency in SSAF allocations and expenditure.

Please note, the information provided in this *SSAF Allocation Report* does **not** require auditing by a financial accountant. The SSAF expenditure reporting remains unchanged, more information can be found in the [Financial Statements Guidelines](#) for Table A and B providers, and in the [Financial Viability Instructions: Applicants and Providers of FEE-HELP \(FVI\)](#) for all other approved providers.

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SSAF Consultation and Achievements

Federation University Australia values student voice and actively engages in consultation through our Student Senate, the University's peak representative student body which meets 6-8 times per year.

The Student Senate gathers feedback and recommendations on various aspects of student life, including but not limited to student amenities and services. This involves consulting with, and providing an avenue for, students to provide feedback and recommendations regarding:

- Student amenities and services.
- Federation University Australia's policies and procedures regarding student life.
- Student life for students based on campus, studying online or via distance education.
- Federation University Australia's physical, cultural and technological learning environments.

Through our consultation process, the Student Senate makes recommendations regarding the use and proposed use of proceeds from the student services and amenities fee (SSAF).

In 2023, SSAF funds were spent on the following student facing services, projects and activities:

- Student Orientation, Transitions and Retention Activities - across all campuses and virtually
- Student Events and Activities to support retention, success and connection.
- Sport and Fitness/ Recreation Program – providing students with opportunities to participate in events and fitness activities, equipment, uniforms, support for elite athletes and prizes for participation in challenges and competitions.
- Support for student groups and clubs across campuses
- Social media and communications of SSAF related services and activities to students
- Improvement and maintenance of student amenities – Student Lounges
- Student Senate – Induction, training, promotion, merchandise and representative stipend
- Student Advocacy Services
- Careers and Employment Programs and Services

Federation University Australia also actively seeks student input through surveys like the Student Events and Activities Survey held in March 2023. This survey allowed students to share their preferences for SSAF-funded events and activities, guiding the creation of the Student Events Calendar. By engaging students in this way, we ensure their voices are heard and their needs are met, enhancing the overall university experience.

Here are some ways our SSAF was spent in 2023

L-R Top: Giving students information to help them during their Orientation, providing food or drink to students on campus at the University.

Bottom: Supporting a sporting or recreational activity by students - University Basketball League



SSAF funding provided the following:

SSAF Revenue Summary

	2023 Allocation \$ ¹	2023 Actual \$
SSAF Revenue	\$2,283,259	\$2,016,224
SSAF revenue carried forward from (YEAR NEEDED)	\$362,205	\$140,841
Total SSAF funds available for [YEAR NEEDED]	\$2,645,464	\$2,157,065
SSAF revenue carried over into [YEAR NEEDED]	\$0	(\$324,059)

¹ Allocation refers to the SSAF funds expected to be received in the reported year (i.e., budgeted SSAF revenue).

SSAF Charge Summary

The student services and amenities fee (SSAF) charged to students must not be above the maximum fee for a calendar year. The maximum SSAF is indexed annually as required by the *Higher Education Support Act 2003*. In 2023 the maximum SSAF was \$326.

Student Status	2023 SSAF charged \$ ²	Number of students charged in 2023 ³
Full-time ¹ (> 0.75 EFTSL)	\$326	3,296
Part-time ¹ (< 0.75 EFTSL)	\$244	2,297
Total:		5,593

¹ Note: As per Part 2 of the *Higher Education Support (Administration) Guidelines 2022* (Administration Guidelines), students studying on a part-time basis must not be charged more than 75 per cent of the maximum SSAF that a higher education provider determines for students studying on a full-time basis. The term “part-time basis” means a study load of less than 75 per cent of the normal full-time student load for the period to which the fee relates. As per part 7 of the Administration Guidelines, the normal EFTSL value for a full-time student studying over a period of one year is 1.0.

² Note: As per Part 2 of the Administration Guidelines, a higher education provider may choose to determine a different SSAF for particular categories of persons, including a zero amount.

³ Note: Students are categorised as full-time or part-time students based on the total EFTSL value of the units of study they undertook in [insert reported year]. For example, a student undertook a full-time study load in Semester 1 which was equal to 0.5 EFTSL and undertook a part-time study load in Semester 2 which was equal to 0.375 EFTSL. This student would be categorised as a full-time student in [insert reported year] as the total EFTSL they undertook in [insert reported year] was equal to 0.875.

Student Status	2023 SSAF charged \$ ²	Approx. number of SSAF students remote learning 2023 ⁴
Remote learning/Online only	Full-time \$244	446
	Part-time \$183	<u>1,453</u>
		1,899

⁴ Note: The Department understands that not all higher education providers capture mode of study in their information systems and many students undertake a mixed mode of study such as face-to-face and remote learning. The data provided above is for students who undertook remote learning for 100% of their units of study. Please note, due to the limitations of our information systems, the above data may be approximate.

SSAF Allocation Summary

Subsection 19-38(4) of the *Higher Education Support Act 2003* (the Act) provides a list of 19 allowable expenditure items which higher education providers may allocate and spend SSAF revenue on.

Please note, under subsection 19-38 of the Act, SSAF revenue must not be spent to support a political party or the election of a person as a member of the legislature of the Commonwealth, State or a Territory, or a local government body.

Key Area	2023 Total Allocation \$	2023 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Services	N/A	N/A	N/A	N/A
2. Clubs or other associations	\$150,000	\$143,350	Yes	5,287
a. Sporting	\$10,000	\$12,716		
b. Internal student politics	N/A	N/A		
c. Gender, sexuality, ethnicity, race, or nationality-based	\$5,000	\$2,455		
d. Areas-of-study related e.g. law	\$15,000	\$12,741		
e. Other activities e.g. music, debate, chess	\$5,000	\$1,150		
f. Other	\$16,900	\$5,931		
3. Employment/career services	\$719,709	\$685,159	Yes	3,782
4. Legal aid	N/A	N/A	N/A	N/A
5. Other student amenities – Student Partnerships and Engagement Programs, including Student Events, Orientation and Activities. .	\$926,733	\$817,010	Yes	17,742
6. Student Senate Operations	\$92,888	\$115,410	Yes	26
7. Student Advocacy Service	\$470,294	\$472,945	Yes	852 formally, others have received initial advice without progressing to an appointment
8. Supporting a sporting or other recreational activity by students	\$233,900	\$212,257	Partially online	1,469
Total	\$2,645,464	\$2,481,124		


Organisations, bodies or third-party providers that received SSAF funding in 2023

Organisation Name ¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
BRG Consultancy Pty Ltd	[85 630 454 732]	7. Student Advocacy (Supervision)	\$1,200	0.0484%
Heidi Ryan	[52 655 922 868]	7. Student Advocacy (Supervision)	\$1,400	0.0564%

¹ Note: Only organisations, bodies or third-party providers who receive over \$1,000 in SSAF funding are expected to be disclosed above.

Declaration by Person of Authority

I, John Blair, Chief Financial Officer of Federation University Australia, declare that the information provided in this Student Services and Amenities Fee (SSAF) Allocation Report is to the best of my knowledge true, complete and correct.



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Signature of Person making Declaration

John Blair

Full name of Person making Declaration

Chief Financial Officer

Position of Person making Declaration

30 May 2024

Date