

Southern Cross University

Student Services and Amenities Fee (SSAF)

2022 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.

SSAF Consultation and Achievements

Consultation for the allocation of 2022 SSAF funding was undertaken through:

- (a) consultation with elected student representatives of the student associations;
- (b) the SRC being consulted on the potential uses of SSAF funds;
- (c) a institutional wide SSAF survey to collect feedback from SSAF paying students on their priorities for expenditure of Student Services and Amenities Fee (SSAF) revenue in 2023. The survey also measured the current level of awareness amongst students of SSAF and gathered feedback on the services which are currently supported by SSAF money.
- (d) all students having an opportunity to comment on the proposed priorities after results of the above SSAF was published online; and
- (e) SCU students were also invited to provide feedback at any time via the student feedback link in their LMS.

Response from the SSAF survey show that four of the top five priority areas (health & welfare, employment & careers, food & drink, childcare) have remained the same for 2020, 2021 and 2022. This year helping students secure accommodation rose to 5th place displacing helping students with their financial affairs which dropped one place as indicated in table 1 below.

Table 1 Categories as allocated as priority for SSAF spending in 2022 by overall student cohort at SCU

Rank	SSAF category	% allocation
1	providing food or drink to students on a campus	14.2
2	promoting the health or welfare of students	11.8
3	helping students obtain employment or advice on careers	10.4
4	caring for children of students	8.6
5	helping students secure accommodation	7.0
6	helping students with their financial affairs	6.5
7	supporting a sporting or other recreational activity by students	6.4
8	helping students develop skills for study	6.2
9	providing libraries and reading rooms for students	5.0
10	providing legal services to students	4.5
11	helping meet the specific needs of overseas students	3.9
12	advocating students' interests in matters arising under the HEP's rules	3.4
13	giving students information to help them in their orientation	2.7
14	supporting the administration of a student club	2.6
15	supporting an artistic activity by students	2.6
16	advising on matters arising under the HEP's rules	1.9
17	helping students obtain insurance against personal accidents	1.2
18	supporting the production and dissemination of student media	0.7
19	supporting debating by students	0.5

As per the student identified priorities SSAF funds in 2022 totalling to \$2 643 063 was allocated to student associations and projects as identified in the table under section SSAF allocation summary.

SSAF Revenue Summary

	2022 Allocation \$ ¹	2022 Actual \$
SSAF Revenue	\$2 200 000	\$2 700 486
SSAF revenue carried forward from 2021	\$443 063	\$443 063
Total SSAF funds available for 2022	\$2 643 063	\$3 143 549
SSAF revenue carried over into 2023	N/A	\$1 288 148

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 2022 the maximum SSAF was \$315.

Student Status	2022 SSAF charged \$ ²	Number of students charged in [Insert reported year] ³
Full-time ¹ (> 0.75 EFTSL)	\$1 721 156	5820
Part-time ¹ (< 0.75 EFTSL)	\$979 330	10 684
	Total:	16 504

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	2022 SSAF charged \$ ²	Approx. number of SSAF students remote learning in 2022 ⁴
Remote learning/Online only	\$875,818	5,381

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	[Year] Total Allocation \$	[Year] Total Actual Spend \$	Are services available to online students?	Estimated No. of students accessing services
1. Health & Welfare Services	\$243 404	\$188 352.26	Yes	11367
2. Clubs or other associations	\$843 047	\$772 545.25	Yes	4065
a. Sporting	\$118 137	\$49 565 .75	yes	790
b. Internal student politics	\$0	\$0		
c. Gender, sexuality, ethnicity, race, or nationality-based	\$3 000	\$1526.70	yes	100
d. Areas-of-study related e.g. law	\$12 000	\$4733.71	yes	550
e. Other activities e.g. music, debate, chess	\$15 000	\$5 620.24	yes	200
f. Other	\$5 000	\$833.32	Yes	10
3. Employment/career services	\$361 335	\$368 388.48	Yes	18189
4. Food & Drink	\$108 532	\$113 034.44	yes	6473
5. Caring for Children	\$59 100	\$59 393.87	yes	130
6. Helping with financial affairs	\$0	\$1556	yes	416
7. Developing skills for Study	\$4866.00	\$65 479.20	yes	1367
8. Specific needs of overseas students (relating to welfare, accommodation and employment)	\$23 932	\$0		

9. Advocating students' interests in matters arising under the higher education provider's rules	\$252 340	\$250 583.75	Yes	1028
10. Orientation information	\$172 735	\$154 755.35	Yes	2000
11. Other -Please provide description – Funds allocated towards enhancement and uplift of student spaces	\$93 244	2897.73	Yes	
Total	\$2 315 672	\$2 039 266.05		

Organisations, bodies or third-party providers that received SSAF funding in 2022

Organisation Name ¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
LEXSA	79 216 280 715	14,4,2,2f,5,	\$340 449	14.70%
LEXSA (Advocacy Service)	79 216 280 715	9	\$252 340	10.89%
Coastrs	47 919 544 221	4,2,2c,2d,2f,1	\$318 134	13.73%
Coffs Harbor Student Association (CHSA)	44 732 282 288	4,2,2a,2d,2f,5,1	\$194 337	8.39%
The Hotel School	34 751 017 948	4,2,1,6,7	\$129 125	5.57%
Southern Cross Postgraduate Association	91 233 499 176	4,2,1,3,6,7	\$225 255	9.72%

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, [insert full name], [insert position title] of [insert full name of higher education provider], 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.

A handwritten signature in blue ink, appearing to be 'Brendon Nelson', written in a cursive style.

Brendon Nelson

Vice President (Students) and Registrar

11 July 2023