

University of the Sunshine Coast - UniSC

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

UniSC's SSAF allocation process is managed via the Pro Vice-Chancellor (Students). This process includes extensive consultation with students and staff across the University. The Student Representative Council (SRC) performs an annual review of services with suggestions on areas for SSAF to be allocated. This is reviewed by the PVC(S) prior to any allocation being approved. A Campus Life Committee was also established at the University to hear direct feedback from students on how to enliven the UniSC campuses. This consultation also leads to proposals for SSAF funding.

Outline of 2022 consultation process

1. UniSC Student Guild, Student Senate, and other student groups invited to review current initiatives and propose new SSAF priorities.
2. Student feedback reviewed by Student Guild, Student Senate, and PVC (Students) and recommendations made for 2023.
3. Priorities then published on SSAF information web page.
4. Students and student groups are also encouraged to provide views on the current year SSAF expenditure, and submit proposals, at any time via email to the Director, Student Services and Engagement. Feedback received through this avenue will be considered as part of the consultation for the following year's SSAF allocation.

2022 SSAF Priorities

1. Advocacy and welfare
2. Academic skills and online academic support
3. Campus amenities and comfortable study space
4. Campus life and sporting facilities
5. Career development and employability
6. Student governance and leadership
7. Student wellbeing and accessibility
8. Subsidised food and services

It is noted that from 2023, a SSAF Advisory Committee at UniSC has been established. The SSAF Advisory Committee is to function as a broad, representative, and consultative group of staff and students members that reviews SSAF allocations and applications on behalf of the Pro Vice-Chancellor (Students).

- The Pro Vice-Chancellor (Students) serves as Chairperson.
- The Pro Vice-Chancellor (Students) will approve or decline SSAF allocations on behalf of USC.
- Approved allocations will be reported at Campus Life Committee meetings.

2022 SSAF Funded activities – highlights

- Delivery of major transition events including Orientation and Connect Week across five campuses.
- On campus subsidised food scheme to support financial welfare, while providing healthy affordable food items.
- Delivery of the Higher Degree by Research (HDR) Student Experience Mentor program.
- Delivery of several Student Engagement Campaign's that successfully supported early engagement and just in time support for new students.

- High performance Student Athlete Bursary program offering an offset to offset the costs associated with successfully balancing high performance sporting commitments with higher education at UniSC.
- The UniSC Student Guild provided high quality welfare support, social events and advocacy to students enrolled at UniSC.
- Continued expansion of UniSC's Student Senate Framework.
- Regular student engagement and events/activities across all campuses, supporting a sense of belonging for new and continuing students.
- UniSC Sport's Engagement and retention of students through offerings to support wellbeing and a sense of belonging to the UniSC community



Orientation



Connect Week



Gym facilities and equipment



UniSC Sport Campus Clash



UniSC Sports programs



Student Guild – free weekly Yoga



Student Guild Welfare on Wheels



Guild Social – free meals



Student Guild Significant date activities



Student Representatives

SSAF Revenue Summary

	2022 Allocation \$ ¹	2022 Actual \$
SSAF Revenue	\$4,199,233	\$4,199,233
SSAF revenue carried forward from 2021	\$1,715,071	\$1,715,071
Total SSAF funds available for 2022	\$5,914,304	\$5,914,304
SSAF revenue carried over into 2023	\$1,196,876	\$1,285,122

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 \$315.00.

Student Status	2022 SSAF charged \$ ²	Number of students charged in 2022
Full-time ¹ (> 0.75 EFTSL)	\$2,154,603	8,307
Part-time ¹ (< 0.75 EFTSL)	\$2,044,630	7,883
		Total: 16,190

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.

UniSC is largely a face-to-face educational facility, with only a small percentage (approximately 10% of its students), studying their programs remotely. These students have full access to all SSAF services should they choose, and frequently are supported throughout their studies by SSAF funded initiatives.

Student Status	[Insert reported year] SSAF charged \$ ²	Approx. number of SSAF students remote learning [Insert reported year] ⁴
Remote learning/Online only	\$143,124	551

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	2022 Total Allocation \$	2022 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Services	\$17,999	\$10,163	Yes	3000
2. Clubs or other associations	\$	\$		
a. Sporting	\$244,609	\$212,991	Limited	5000
b. Internal student politics	\$0	\$0	N/A	0
c. Gender, sexuality, ethnicity, race, or nationality-based	\$33,300	\$31,193	Yes	1000
d. Areas-of-study related e.g. law	\$0	\$0	N/A	0
e. Other activities e.g. music, debate, chess	\$16,100	\$12,826	N/A	0
f. Other	\$675,707	\$668,712	Yes	10,000
3. Employment/career services	\$157,780	\$77,224	Yes	5000
4. Legal aid	\$0	\$0	-	-
5. Other student amenities	\$325,561	\$359,617	Yes	15,000
6. Other - please provide description	\$	\$		
a. Financial Support	\$1,875,284	\$1,938,950	No	3000
b. Student Support Services	\$842,462	\$824,159	Yes	5000
c. Printing	\$250,000	\$172,130	No	850
d. Learning Support System	\$278,625	\$321,215	Yes	2000
Total	\$4,717,428	\$4,629,182		

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

Organisation Name¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
01141 - USC Student Guild	99377891320	2f	\$439,000.00	9.48%

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.

Denise Wood

.....

Signature of Person making Declaration

Professor Denise Wood AM

Full name of Person making Declaration

Pro-Vice Chancellor (Students)

Position of Person making Declaration

14 June 2023

.....

Date