

University of the Sunshine Coast - UniSC

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.

SSAF

FUNDED INITIATIVE

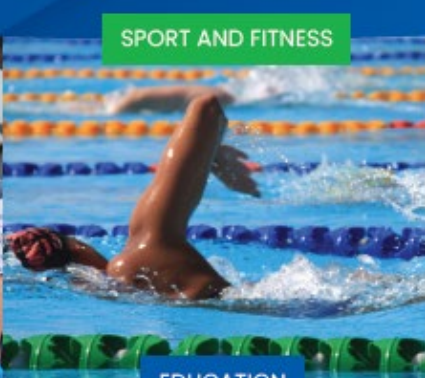
Student
Services and
Amenities Fee

Supporting your university experience

STUDENT LIFE



SPORT AND FITNESS



STUDENT SERVICES



EMPLOYMENT



EDUCATION



HEALTH AND WELLBEING



SOCIAL



FOOD SERVICES



FINANCIAL



For more information about SSAF and how to have your say about spending, visit unisc.edu.au/SSAF



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SSAF Consultation and Achievements

Compliance:

In 2023, the University's SSAF allocation process was managed through the SSAF Advisory Committee, chaired by the Pro Vice-Chancellor (Students). The Committee's activities and decisions were conducted in line with the Higher Education Support Act 2003 - Student Services, Amenities, Representation and Advocacy Guidelines.

Membership of the Advisory Committee included:

1. Pro Vice-Chancellor (Students) (Chair)
2. Pro Vice-Chancellor (Global and Engagement)
3. Pro Vice-Chancellor (Aboriginal and Torres Strait Islander Strategy)
4. Academic Registrar and Director, Student Services
5. Dean of Graduate Research
6. Senior Accountant, Financial Services
7. Postgraduate Student Representative
8. Undergraduate Student Representative
9. Student Equity, Diversity and Engagement Coordinator (Secretariat) (Non-voting)

The majority of allocations for 2023 were determined across two meetings held in December 2022. Quarterly meetings were also scheduled throughout 2023 to consider urgent or emerging funding requests.

All funding requests were assessed in accordance with the in accordance with subsection 19-38(4) of the *Higher Education Support Act 2003* (HESA).

Student consultation

In August 2022, the Student Senate conducted its annual SSAF Survey, which was distributed to all enrolled UniSC students. The survey sought to understand students' use of SSAF-funded services across the funded period, and to ascertain their perceptions of the priorities for funding over the coming year.

The survey received a total of 508 responses and identified eight key areas of investment for SSAF funding, ordered in priority by respondents:

1. Academic skills and online academic support
2. Student wellbeing services
3. Subsidised food and services
4. Student Guild activities, campus life, advocacy and welfare

5. Campus amenities and comfortable study spaces
6. Careers and development and employability
7. Student governance and leadership
8. AccessAbility services

A report of survey findings was shared with the SSAF Advisory Committee, to support decision making towards 2023 allocations.

The report was also distributed to relevant University and Student Guild staff to inform 2023 SSAF requests.

Direct student consultation was provided to the SSAF Committee via two nominated student representatives, who held full voting rights.

2023 SSAF Funded activities – highlights.

- Access to academic skills advice through UniSC's Peer Learning Advisor program was expanded, with an additional 772 individual appointments offered across 2023. In addition, all UniSC students were provided with access to responsive, just-in-time assignment feedback and learning support via the University's partnership with Studiosity.
- SSAF funding subsidised onsite food offerings across all campuses through a variety of initiatives targeted to meet the needs of local student cohorts, including subsidised meals, student kitchens and snack bars. These offerings focused on providing affordable, nutritious food at low or no cost to promote physical and financial wellbeing.
- The Student Guild delivered an extensive program of events and engagement activities across all campuses, along with welfare services in the form of community partnership donations, drop-in food collection, frozen meals, emergency foodbank provisions (including grocery gift cards for students unable to collect from campus), and tenancy referrals). In addition, the Guild's advocacy service supported 663 individual matters related to university policy or procedures (such as Review of Final Grade or Withdrawal Due to Special Circumstance), a 29 percent increase on the previous year.
- The University's SSAF-funded student flu vaccination program delivered 710 vaccinations across all campuses.
- UniSC Sport and Fitness offered gym facilities across the Sunshine Coast, Moreton Bay and Caboolture campuses. SSAF funding also covered registration costs for 139 students who represented UniSC across 11 sports at UniSport Nationals.
- Timely provision of additional emergency relief was provided to students in the form of gift cards, and food bank and hardship grants through the University's Student Wellbeing service.

- Successful Orientation and Connect Week major events were delivered in Semester 1 and 2, with approximately 4,280 new students welcomed in 2023.
- More than 270 students participated in SSAF-funded industry events and workshops through the Careers and Employability team's iEngage program, which included customised engagement opportunities for student cohorts not previously targeted for industry events. Positive feedback from students highlighted increased confidence in making career-related decisions and improved knowledge about recruitment practices.
- Twelve strategic Student Engagement campaigns and activities were delivered to proactively connect with commencing students to ease transition and provide just-in-time holistic support for continuing students.
 - Students who had successful contact in peer-delivered welcome and onboarding activities were more likely to be enrolled (+6%), had higher GPAs (+0.2) and had higher success rates (+4.4%).
 - Students who had successful contact in engagement campaigns had higher completion rates (between 4 and 60 percentage points, depending on campaign), higher success rates (between 12 and 19 percentage points, depending on campaign), higher GPAs, and lower attrition rates (where applicable).
- The Student Governance Framework delivered a program of engagement opportunities and events across campuses, including 330 active student representatives and 76 meetings across 18 representative groups. The Student Senate collaborated with UniSC Executives to consult on several important plans and strategies, including the UniSC Masterplan and Greenspace Masterplan and the Student Health and Wellbeing Strategy 2021-2023.



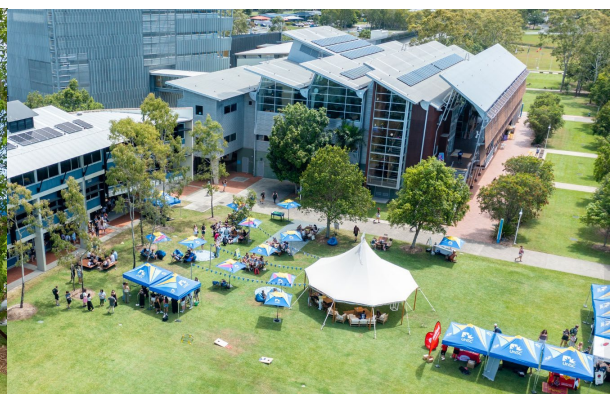
CABOOLTURE - EMERGENCY FOOD BANK



STUDENT GUILD - THE CARE CART



ORIENTATION PROGRAM AND ACTIVITES



CONNECT WEEK ACTIVITIES

SSAF Revenue Summary

	2023 Allocation \$ ¹	2023 Actual \$
SSAF Revenue	\$4,327,678.15	\$4,327,678.15
SSAF revenue carried forward from 2022	\$1,285,121.84	\$1,285,121.84
Total SSAF funds available for 2023	\$5,612,799.99	\$5,612,799.99
SSAF revenue carried over into 2024	\$1,135,503.39	\$1,513,639.08

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)	\$2,756,473	8,259
Part-time ¹ (< 0.75 EFTSL)	\$1,571,205	7,967
Total:		16,226

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	\$226,867.44	932

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	\$79,445	\$75,433	Y	16226
2. Clubs or other associations	\$	\$		
a. Sporting	\$160,280	\$160,280	N	4500
b. Internal student politics	\$	\$	N/A	0
c. Gender, sexuality, ethnicity, race, or nationality-based	\$	\$	N/A	0
d. Areas-of-study related e.g. law	\$	\$	N/A	0
e. Other activities e.g. music, debate, chess	\$	\$	N/A	0
f. Other	\$472,636	\$467,083	Y	16226
3. Employment/career services	\$235,576	\$205,342	Y	7000
4. Legal aid	\$	\$	-	-
5. Other student amenities	\$742,314	\$545,314	Y	10,000
6. Other - please provide description	\$	\$		
a. Financial Support	\$854,800	\$799,752	Y	7000
b. Student Support Services	\$\$1,532,246	\$1,461,455	Y	16226
c. Printing	\$150,000	\$134,503	N	9096
d. Learning Support System	\$350,000	\$350,000	Y	2430
Total	\$4,477,297	\$4,099,161		

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 ²
01141 - USC Student Guild	99377891320	2f	\$381,727	9.31%
03698 - Davis, Lyndon T/as Gubbi Gubbi Dance	74514516990	5	\$7,100	0.17%
18227 - GT Print Australia Pty Ltd	42606948814	5	\$5,234	0.13%
18586 - Applethree Pty Ltd T/a Brand Knew Ideas	55107682217	5	\$19,370	0.47%
19938 - Somersault Group Pty Ltd T/as Somersault Diaries	63115451762	5	\$23,660	0.58%
23061 - Wildlife HQ Zoo Pty Ltd	71634862338	5	\$1,635	0.04%
23219 - JPM Corporation Pty Ltd T/as Event Marquees	82116942253	5	\$3,580	0.09%
26768 - Bossy Britchers Pty Ltd T/as Bossy B Boots Event Agency	40646742421	5	\$60,314	1.47%
26922 - Brighton, William Robert T/as Call me Will	84787842151	5	\$3,400	0.08%
27187 - JAMES, Mackayla Rose T/as Mackayla James Music	45427475086	5	\$1,510	0.04%
27813 - Ting, Kristie Chun-Lee T/as The Soft Spot Icecream	36798575137	5	\$1,500	0.04%
28729 - Deluxe Kombi Service Pty Ltd	38168480331	5	\$1,400	0.03%
17207 - ExpandaBrand	27066921342	5	\$3,332	0.08%
21113 - B.S Schilling & C.S Schilling T/as The Prop People	68944365820	5	\$1,177	0.03%
27083 - Chu, Ming Jian T/as Dumpling Master	52778470226	5	\$1,250	0.03%
27828 - King Kahuna Pty Ltd ATF D Nicolandes Family Trust	36144144050	5	\$1,909	0.05%

29494 - Merchgirls T'tee For Merch Girls Unit	41408663385	5	\$49,200	1.20%
26063 - T'tee for Party Time Discretionary Trust T/as Don't Stop the Party Pty Ltd	99658701542	6	\$1,543	0.04%
27089 - ChefyChefChef Pty Ltd T/as The Gourmet Press	19658187270	6	\$16,322	0.40%
28452 - Moore, Sara Jane T/as Ocher Bee	16430853072	6	\$1,600	0.04%
19422 - T'Tee for Sippy Downs Pharmacy Trust T/as TerryWhite Chemmart	22916819112	1	\$7,062	0.17%
22831 - T'tee for Morayfield Pharmacy Trust T/as TerryWhite Chemmart Morayfield	16724307934	1	\$1,818	0.04%
19416 - The Truste for CW Retail Services Trust	27338976209	1	\$1,619	0.04%
14712 - Australian OpCo Pty Ltd T/a FCM Travel Solutions	20003279534	3	\$6,211	0.15%
25940 - Australasian Council for Undergraduate Research Incorporated	34121898756	3	\$3,081	0.08%
28913 - Butchulla Enterprises Limited T/as K'gari Cultural Tours	30660069796	5	\$16,814	0.41%
04359 - Fraser Island Adventure Tours	80010870729	5	\$12,182	0.30%
17598 - T'tee for the Giles Family Trust t/as Hinter-Coast Transport	78969596701	5	\$5,659	0.14%
14712 - Australian OpCo Pty Ltd T/a FCM Travel Solutions	20003279534	2f	\$4,141	0.10%

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

²Note: % of total UniSC allocation of SSAF revenue for 2023.

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

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Signature of Person making Declaration

Professor Denise Wood AM

.....

Full name of Person making Declaration

Pro Vice-Chancellor (Learning and Teaching Futures)

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Position of Person making Declaration

.....17 June 2024.....

Date