

University of Canberra

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 Consultation and Achievements

The University of Canberra (the University) complies with Commonwealth legislative requirements regarding the administration of the SSAF. The University allocates and spends SSAF fee revenue on student services and amenities of a non-academic nature, in accordance with the nineteen defined service types. The University does not use SSAF to support political parties, or the election of a person to a Commonwealth or State or Territory Parliament or local Government body. Further, the University does not use SSAF to support political student clubs.

The University assesses SSAF applications against the following principles:

- Complies with allowable SSAF services as defined by Commonwealth legislation.
- Visible impact and lasting benefits to the student experience, services, or amenities.
- Aligns with UC Strategic Plan and student experience priorities.
- Informed by student engagement and feedback.
- Measurable outcomes and evidence of return on investment.

To maximise the strategic impact and lasting benefit of SSAF towards the student experience, SSAF is allocated to several major categories. These include:

- Capital / strategic works to improve student facilities.
- Student medical, counselling and welfare services.
- Student life, clubs and societies, sports, and culture.
- Student representation and advocacy services.
- Student study and career support services.

The University publishes its categories and invites student comment on these and the defined service types via an online student survey. The 2023 priorities from the student feedback (figure 1) were improvements to student facilities; medical, counselling and welfare services; study and careers support; student life, clubs and societies; and student representation and advocacy services.

Figure 1.

2023 Student SSAF priorities (an)3(d)332 (ic)2(es)78(li)3(es) (with all)3(o)-g drPrbiFIR0410 0 133005m0 ge04108 span 0

SSAF Revenue Summary

2023 Allocation \$ ¹	2023 Actual \$
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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 \$326.00.

Student Status	2023 SSAF charged \$ ²	Number of students charged in 2023 ³
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Full-time¹

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

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
TAFE Queensland	72 898 805 093	1, 6, 8, 9	\$92,013.50	78%
TAFE NSW	89 755 348 137	1, 2, 3, 5, 6, 8, 9	\$25,346.50	22%

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

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