



# University of New England

## 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

UNE has a formal consultation process with students and their representative bodies to identify priorities for the allocation of funds generated by the student services and amenities fee. In 2023, UNE students received an invitation from the UNE Student Council to respond to a survey about the use of the SSAF. This survey was designed to identify student priorities, respond to individual student enquiries and make recommendations to the UNE SSAF Committee to prioritise SSAF expenditure. The 2023 SSAF Survey revealed that students believed the most important SSAF funded categories are:

1. Health & Welfare (14%)
2. Employment & Careers (13%)
3. Study Skills (11%)
4. Financial Affairs (8%)
5. Accommodation help (7%)
6. Advocating students' interests in matters arising from under the higher education provider's rules (6%)

The 2023 SSAF Survey responses also revealed the following SSAF funded activities which students currently access or use:

1. Studiosity (16%)
2. Online Orientation (16%)
3. Academic Skills Office (13%)
4. Discounts on On-Campus Cafes & Restaurants (9%)
5. SportUNE (8%)
6. UNE Night Shuttle (6%)

SSAF Financial Allocation and Spending for 2023:

*Student activities, welfare services and funded activities:*

Supported Projects	Allocation	Actual Spending
Tune FM	\$210,000	\$210,000
Student Welfare & Counselling	\$530,000	\$880,161
Stro Precinct Subsidy	\$50,000	\$50,000
Student Welfare	\$50,000	\$50,000
Queer Allyship Program	\$18,200	\$Nil
Food & Beverage	\$70,000	\$70,000
UNE Life Pantry	\$30,000	\$30,000
Employment and careers	\$372,150	\$326,591
<b>Total</b>	<b>\$1,330,350</b>	<b>\$1,616,752</b>

*Student Sporting and Recreational funded activities:*

Supported Projects	Allocation	Actual Spending
SportUNE Student Membership & Facility Membership	\$337,000	\$337,000
Clubs & Societies	\$198,000	\$198,000
<b>Total</b>	<b>\$535,000</b>	<b>\$535,000</b>

*Student Representation, Governance and Mandated Support activities:*

<b>Supported Projects</b>	<b>Allocation</b>	<b>Actual Spending</b>
Orientation Programs	\$350,000	\$296,867
Independent Student Advocates	\$360,000	\$360,000
UNE Student Council	\$125,000	\$104,912
Study Skills, including Studiosity	\$733,000	\$761,940
SSAF Administration Resource	\$42,350	\$43,887
<b>Total</b>	<b>\$1,610,350</b>	<b>\$1,567,606</b>

<b>Total SSAF Supported Projects - 2023</b>	<b>\$3,475,700</b>	<b>\$3,719,358</b>
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## SSAF Revenue Summary

	<b>2023 Allocation \$<sup>1</sup></b>	<b>2023 Actual \$</b>
SSAF Revenue	\$3,475,700	<b>\$3,461,552</b>
SSAF revenue carried forward from 2022	\$1,246,852	\$921,904
<b>Total SSAF funds available for 2023</b>	<b>\$4,722,552</b>	<b>\$4,383,456</b>
SSAF revenue carried over into 2024	\$1,003,194	\$664,098

<sup>1</sup> 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 \$324.

UNE SSAF Charges are based on the following schedule:

Student Category	2023 SSAF rates
Coursework	\$324 per EFTSL, to a maximum of 1 EFTSL.
Full-Time HDR	\$121.50 per student for each trimester enrolled as a Full-Time student.
Part-Time HDR	\$60.75 per student for each trimester enrolled as a Part-Time student.

See <https://www.une.edu.au/current-students/my-course/fees/student-services-and-amenities-fee> from more information.

Student Status	Average 2023 SSAF charged \$ <sup>2</sup>	Estimated Number of students charged in 2023 <sup>3</sup>
Full-time <sup>1</sup> Coursework (> 0.75 EFTSL)	\$267	6,024
Part-time <sup>1</sup> Coursework (< 0.75 EFTSL)	\$108	12,984
Full-Time HDR	\$230	267
Part-Time HDR	\$117	332
<b>Total:</b>		<b>19,607</b>

<sup>1</sup> 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.

<sup>2</sup> 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.

<sup>3</sup> 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 2023. 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 2023 as the total EFTSL they undertook in 2023 was equal to 0.875.

Student Status	Average 2023 SSAF charged \$ <sup>2</sup>	Approx. number of SSAF students remote learning 2023 <sup>4</sup>
Remote learning/Online only	\$157	18,646

<sup>4</sup> 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 i.e. 19 Government Categories under subsection 19-38(4)	2023 Total Allocation \$	2023 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Promoting the health and welfare of students	\$598,200	\$930,161	Yes	3,821
2. Helping students obtain employment or advice on careers	\$300,000	\$254,441	Yes	6,325
3. Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	\$733,000	\$755,755	Yes	6,780
4. Helping students with their financial affairs	\$Nil	\$Nil	-	-
5. Advocating students' interests in matters arising from under the higher education provider's rules	\$527,350	\$508,799	Yes	2,031
6. Providing legal advice to students	\$Nil	\$Nil	-	-
7. Helping students secure accommodation	\$Nil	\$Nil	-	-
8. Providing libraries and reading rooms (other than those provided for academic purposes) for students	\$Nil	\$Nil	-	-

9. Caring for children of students	\$Nil	\$Nil	-	-
10. Giving students information to help them in their orientation	\$350,000	\$296,867	Yes	10,357
11. Providing food or drink to students on campus of the higher education provider	\$150,000	\$150,000	Yes	1,500
12. Advising on matters arising under the higher education provider's rules	\$Nil	\$Nil	-	-
13. Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment	\$Nil	\$Nil	-	-
14. Supporting a sporting club or other recreational activity by students	\$337,000	\$343,185	Yes	350
15. Supporting the administration of a club most of whose members are students	\$198,000	\$198,000	Yes	3,589
<i>a. Sporting</i>	\$23,889	\$24,000	-	-
<i>b. Internal student politics</i>	\$Nil	\$Nil	-	-
<i>c. Gender, sexuality, ethnicity, race, or nationality-based</i>	\$29,064	\$29,000	-	-
<i>d. Areas-of-study related e.g. law</i>	\$85,962	\$86,000	-	-
<i>e. Other activities e.g. music, debate, chess</i>	\$59,085	\$59,000	-	-
<i>f. Other</i>	\$Nil	\$Nil	-	-
16. Supporting an artistic activity by students	\$282,150	\$282,150	Yes	3,250
17. Helping students obtain insurance against personal accident	\$Nil	\$Nil	-	-
18. Supporting the production and dissemination to students of media whose content is provided by students	\$Nil	\$Nil	-	-
19. Supporting debating by students	\$Nil	\$Nil	-	-
<b>Total</b>	<b>\$3,475,700</b>	<b>\$3,719,358</b>		

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

Organisation Name <sup>1</sup>	Australian Business Number (ABN)	Supported Key Area (19 Government Categories)	Total SSAF Funding Received \$	% of total SSAF Funding Received
UNE Life Pty Ltd	29 065 648 419	Category 5	\$450,000.00	18.3%
Studiosity	41 114 279 668	Category 3	\$445,250.00	18.1%
UNE Life Pty Ltd	29 065 648 419	Category 14	\$386,250.00	15.7%
UNE Life Pty Ltd	29 065 648 419	Category 16	\$352,687.50	14.3%
UNE Life Pty Ltd	29 065 648 419	Category 15	\$247,500.00	10.0%
UNE Life Pty Ltd	29 065 648 419	Category 10	\$222,500.00	9.0%
UNE Life Pty Ltd	29 065 648 419	Category 11	\$150,000.00	6.1%
UNE Life Pty Ltd	29 065 648 419	Category 1	\$150,000.00	6.1%
Australian Opco Trading as FCM Travel Solutions	20 003 279 534	Category 10	\$17,400.86	0.7%
Mercha Operating Group Pty Ltd	35 654 605 937	Category 5	\$14,602.10	0.6%
Michelle Jamieson	90 513 581 307	Category 3	\$13,260.00	0.5%
Six Counties	68 645 054 760	Category 3	\$5,454.55	0.2%
UNE Life Pty Ltd	29 065 648 419	Category 3	\$3,835.91	0.2%
Fujifilm Business Innovation Australia	63 000 341 819	Category 5	\$2,751.66	0.1%
Prezzee Pty Ltd	16 602 963 422	Category 5	\$2,000.00	0.1%

Trustee for Green Jelly Unit Trust	24 959 091 525	Category 10	\$1,200.00	0.1%
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<sup>1</sup> 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, Simon Charles Evans, Deputy Vice-Chancellor of the University of New England, 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 that reads "Simon Evans". The signature is written in a cursive, slightly slanted style.

Signature of Person making Declaration

**Simon Charles Evans**

Full name of Person making Declaration

**Deputy Vice-Chancellor**

Position of Person making Declaration

**23 May 2024**

Date