

The University of Queensland

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

At the University of Queensland (UQ), SSAF spending is managed by a student focussed Advisory Group which provides advice to the Deputy Vice-Chancellor (Academic) (DVCA). The DVCA approves how SSAF will be allocated to service providers to spend each year. When making decisions, the DVCA is informed by student consultation through:

- a) an advisory group of democratically elected representatives and representatives of major student organisations recognised by UQ, comprising:
 - i. Deputy Vice-Chancellor (Academic) (Chairperson)
 - ii. Director of Student Affairs
 - iii. [UQ Union](#) President
 - iv. UQ Union Vice-President, Campus Culture
 - v. President, [Association of Postgraduate Students](#)
 - vi. Academic Board Undergraduate Student representative
 - vii. [UQ Sport](#) Student representative
 - viii. International Student representative
 - ix. Aboriginal and/or Torres Strait Islander student representative.

The advisory group held seven (7) meetings in 2022, including two meetings in March which assessed and endorsed 2022 expenditure proposals from the major service providers (UQ Student Affairs, UQ Graduate School, UQ Sport and the UQ Union). Proposal assessment included whether proposed expenditure complied with subsection 19-38(4) of the *Higher Education Support Act 2003*.

The advisory group assessed mid-year and end-of-year expenditure acquittals submitted by major service providers to ensure spending reflected the approved proposals and complied with the Act.

- b) an annual SSAF survey conducted in first semester open to all enrolled students

The 2021 survey, which received 2,968 responses, was used to inform 2022 heads of expenditure and indicated the following priority areas of spending.

- i. Careers;
- ii. Health and Welfare;
- iii. Needs of overseas students; and
- iv. Food and drink.

The 2022 survey, which received 3,098 responses, was used to establish 2023 priorities.

SSAF funding in 2022 contributed to:

- 1) Employability services;
- 2) Mental health support including counselling services;
- 3) Support for clubs, societies and collectives;
- 4) Welcome and Induction (orientation) activities;
- 5) Overseas student support;
- 6) Study skills workshops and learning advisor appointments;
- 7) Sporting memberships and competition subsidies, interfaculty sport competitions;
- 8) Student advocacy and support services; and
- 9) Free dinners and breakfasts.

SSAF Revenue Summary

	2022 Allocation \$ ¹	2022 Actual \$
SSAF Revenue	\$12,460,000	\$12,344,220
SSAF revenue carried forward from 2021	\$11,710,523	\$11,710,523
Total SSAF funds available for 2022	\$24,170,523	\$24,054,743
SSAF revenue carried over into 2023	\$11,739,461	\$11,739,461

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 2022 ³
Full-time ¹ (> 0.75 EFTSL)	\$314	46,843
Part-time ¹ (< 0.75 EFTSL)	\$236	8,479
Total:		55,322

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 2022. 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 2022 as the total EFTSL they undertook in 2022 was equal to 0.875.

Student Status	2022 SSAF charged \$ ²	Approx. number of SSAF students remote learning 2022 ⁴
Remote learning/Online only	\$59	11,202

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.

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. Providing food or drink to students on a campus of the higher education provider	\$631,358	\$511,604	No	56,000
2. Supporting a sporting or other recreational activity by students	\$2,954,131	\$3,008,585	Yes	149,522
3. Supporting the administration of a club most of whose members are students*	\$1,140,406	\$1,023,767	Yes	
a. Sporting	\$	\$143,897	Yes	11,555
b. Internal student politics**	\$	\$0	N/A	0
c. Gender, sexuality, ethnicity, race, or nationality-based	\$	\$545,798	Yes	47,899
d. Areas-of-study related e.g. law	\$	\$143,686	Yes	25,865
e. Other activities e.g. music, debate, chess	\$	\$157,655	Yes	9,242
f. Other	\$	\$32,731	Yes	2,897
4. Caring for children of students	\$1,200	\$0	N/A	0
5. Providing legal services to students	\$0	\$0	N/A	0
6. Promoting the health or welfare of students	\$1,943,320	\$2,069,851	Yes	107,336
7. Helping students secure accommodation	\$25,000	\$25,000	Yes	24,248
8. Helping students obtain employment or advice on careers	\$1,597,030	\$1,525,996	Yes	12,902
9. Helping students with their financial affairs	\$301,309	\$276,905	Yes	730
10. Helping students obtain insurance against personal accidents	\$62,300	\$69,812	No	7,800
11. Supporting debating by students	\$17,968	\$12,068	Yes	1,000
12. Providing libraries and reading rooms (other than those provided	\$26,294	\$26,360	Yes	20,000

for academic purposes) for students				
13. Supporting an artistic activity by students	\$12,460	\$0	N/A	0
14. Supporting the production and dissemination to students of media whose content is provided by students	\$76,449	\$91,678	Yes	10,000
15. Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	\$546,621	\$571,157	Yes	11,517
16. Advising on matters arising under the higher education provider's rules (however described)	\$402,644	\$427,614	Yes	10,556
17. Advocating students' interests in matters arising under the higher education provider's rules (however described)	\$414,209	\$417,770	Yes	10,000
18. Giving students information to help them in their orientation	\$1,732,800	\$1,746,614	Yes	48,300
19. Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment	\$510,500	\$510,500	Yes	8,679
Total	\$12,395,999	\$12,315,281		

*Reporting requirements were changed in July 2022 which meant information for 3a-f allocations was not collected when allocations were made in March 2022.

**Any activity or expenditure that encourages, promotes, or solicits support for a student electoral group

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
University of Queensland Union	62 838 507 686	1, 2, 3, 6, 8, 9, 11, 12, 14, 15, 16, 17, 18	\$4,110,500	33.3%
UQ Sport	25 135 537 183	2, 3, 6, 10, 11, 15, 16, 17, 18	\$2,492,000	20.2%
The University of Queensland (Student Affairs, Graduate School, Office of the Deputy Vice-Chancellor (Academic))	63 942 912 684	1, 2, 3, 6, 7, 8, 9, 15, 16, 18, 19	\$5,712,782	46.3%

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, Professor Kris Ryan, Deputy Vice-Chancellor (Academic) of The University of Queensland, 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.



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Signature of Person making Declaration

Professor Kris Ryan

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Full name of Person making Declaration

Deputy Vice-Chancellor (Academic)

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Position of Person making Declaration

20 June 2023

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Date