

The University of Queensland

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

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) (Chair)
 - 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 five (5) meetings in 2023, including a February meeting which assessed and endorsed 2023 expenditure proposals from the major service providers (UQ Student Affairs, 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 March open to all enrolled students.

The 2022 survey, which received 3,098 responses, was used to inform 2023 heads of expenditure and indicated the following priority areas of spending:

- i. Careers;
- ii. Health and Welfare;
- iii. Libraries and reading rooms; and
- iv. Food and drink.

The 2023 survey, which received 4,223 responses, was used to establish 2024 priorities.

SSAF funding in 2023 contributed to:

- 1) Employability services including a week-long event with panel discussions, workshops, networking events with employers;
- 2) Mental health support including counselling services and welfare advice;
- 3) Subsidising on-campus GP clinics for students;
- 4) Support for over 200 clubs, societies and collectives;
- 5) Welcome and Induction (orientation) activities;
- 6) Overseas student support;
- 7) Study skills workshops and learning advisor appointments;
- 8) Sporting membership subsidies, competition subsidies, interfaculty sport competitions;

- 9) Student advocacy and support services;
- 10) Free dinners and breakfasts; and
- 11) Services for postgraduate students.

SSAF Revenue Summary

	2023 Allocation \$ ¹	2023 Actual \$
SSAF Revenue	14,210,232	14,260,519
SSAF revenue carried forward from 2022	11,739,461	11,739,461
Total SSAF funds available for 2023	25,949,693	25,999,980
SSAF revenue carried over into 2024	12,498,109	12,498,109

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)	\$326	44,329
Part-time ¹ (< 0.75 EFTSL)	\$244	7,588
Total:		51,917

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 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	2023 SSAF charged \$ ²	Approx. number of SSAF students remote learning 2023 ⁴
Remote learning/Online only	\$59	3,507

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	2023 Total Allocation \$	2023 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	\$1,135,065	\$997,538	No	88,370
2. Supporting a sporting or other recreational activity by students	\$3,084,460	\$3,397,983	Yes	103,683
3. Supporting the administration of a club most of whose members are students	\$1,107,014	\$1,167,886	Yes	80892
a. Sporting	\$239,959	\$247,955	No	25,817
b. Internal student politics*	\$0	\$0	N/A	0
c. Gender, sexuality, ethnicity, race, or nationality-based	\$166,388	\$174,639	Yes	32,053
d. Areas-of-study related e.g. law	\$488,909	\$520,029	Yes	25,842
e. Other activities e.g. music, debate, chess	\$179,474	\$190,961	Yes	9,910
f. Other	\$32,284	\$34,302	Yes	5,157
4. Caring for children of students	\$0	\$0	N/A	0
5. Providing legal services to students	\$156,556	\$134,666	Yes	18387
6. Promoting the health or welfare of students	\$2,426,062	\$1,941,769	Yes	161,799
7. Helping students secure accommodation	\$21,315	\$21,315	Yes	47,380
8. Helping students obtain employment or advice on careers	\$1,815,853	\$1,786,899	Yes	31,497

9. Helping students with their financial affairs	\$187,508	\$103,837	Yes	6070
10. Helping students obtain insurance against personal accidents	\$81,496	\$88,514	Yes	288
11. Supporting debating by students	\$55,617	\$38,958	Yes	1,000
12. Providing libraries and reading rooms (other than those provided for academic purposes) for students	\$393,724	\$324,589	Yes	20,000
13. Supporting an artistic activity by students	\$127,404	\$114,722	Yes	5000
14. Supporting the production and dissemination to students of media whose content is provided by students	\$113,062	\$111,634	Yes	10,000
15. Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	\$558,627	\$540,986	Yes	24,770
16. Advising on matters arising under the higher education provider's rules (however described)	\$320,945	\$378,039	Yes	10,536
17. Advocating students' interests in matters arising under the higher education provider's rules (however described)	\$439,105	\$421,142	Yes	10,000
18. Giving students information to help them in their orientation	\$1,628,229	\$1,521,783	Yes	49,824
19. Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment	\$406,483	\$409,610	Yes	17,392
Total	\$14,058,525	\$13,501,871		

*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 2023.

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, 5, 6, 8, 9, 11, 12, 13, 14, 15, 16, 17, 18, 19	\$6,394,604	44.8%
UQ Sport	25 135 537 183	2, 3, 6, 10, 15, 16, 17, 18	\$2,842,045	19.9%
The University of Queensland (Student Affairs, Office of the Deputy Vice-Chancellor (Academic))	63 942 912 684	1, 2, 3, 6, 7, 8, 9, 15, 16, 18, 19	\$4,265,221	29.9%

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 2024

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Date