



University of  
South Australia



# University of South Australia

## Student Services and Amenities Fee (SSAF)

### 2024 Allocation Report

# Introduction

The *Higher Education Support (Student Services, Amenities, Representation and Advocacy) Guidelines 2022* (SSARA Guidelines) 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.

The information provided in this *SSAF Allocation Report* does **not** require auditing by a financial accountant. The SSAF expenditure reporting is a separate process and 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 undertakes an annual SSAF Survey to establish:

- a) student awareness and access of SSAF funded services
- b) SSAF services and amenities ranking
- c) student ideas for new initiatives for the SSAF to fund the following year

The annual survey instrument is developed by the University's Business Intelligence and Planning Unit, with input from the Office of the Chief Academic Services Officer, the University's Student Engagement Unit (SEU) and the University of South Australia Student Association (USASA). The survey is promoted through various UniSA and USASA communications channels and survey links are sent directly to UniSA student email addresses. The survey is administered in the current year and seeks feedback on SSAF expenditure for the following year. Students can also provide feedback throughout the year via a dedicated [SSAF email address](#).

The SSAF survey for 2024 expenditure was undertaken in July 2023 and for the sixth year in a row the top 3 priority areas were:

1. Providing career advice and employment opportunities
2. Health, welfare and wellbeing services
3. Developing skills to help with study

SSAF funds are allocated within the University and to USASA to support and deliver a range of extracurricular activities that enhance the student experience at UniSA. This includes priority areas identified through the SSAF survey. USASA's funding is negotiated on the basis of an annual business proposal for the following year and determined as part of the University's annual budgeting process. SSAF is managed in close consultation with USASA throughout the year with regular meetings between the Chief Academic Services Officer (CASO), the Director Student Engagement Unit, the General Manager of USASA and the USASA Student President.

Since 2017 the University has also included an annual allocation for 'Student Experience Projects' to support new initiatives and proposals from students and staff for enhancing the student experience at UniSA. Students and staff are invited every year to apply for project funding and applications are assessed on the basis of their alignment with *Student Services, Amenities, Representation and Advocacy Guidelines*, SSAF funding priorities for the year, and demonstrated shared responsibility/collaboration between students and staff.

In line with SSAF priorities and consistent with [previous years](#) funding was allocated towards the following activities in 2024:

### **1. Providing career advice and employment opportunities**

- Employment/Career Services to support students in achieving their career goals, and to continue building on the extensive range of services, resources and tools that help students prepare for the workforce and find a job in their chosen field.
- In partnership with UniSA, USASA delivered the "Career Connection" event to provide career networking opportunities for students and graduates. The event was developed in response to student feedback in USASA's annual event survey.

### **2. Health, welfare and wellbeing services**

- Funding to enhance core health services, including:
  - Development and implementation of a Mental Health Framework
  - Contribution towards the development and delivery of multiple Sexual Assault and Sexual Harassment (SASH) primary prevention activities, campaigns, and communications. Campus Fair activities, Respect Month Campaign, Sexual Health Week and the creation of four UniSA active bystander videos for social media and trainings.
  - Men's Table piloted at UniSA, to provide a safe place to share and be heard in a confidential and non-judgemental environment, whilst creating a greater sense of belonging, camaraderie and connection.
  - Mental Health First Aid (MHFA) instructor training. In response to positive feedback from students, support for MHFA instructor training to provide a more cost-effective and sustainable model for delivering training to students. Licensed MHFA instructors will be able to deliver training to a larger number of students each year, with minimal ongoing costs.

- A range of wellness events and campaigns delivered through the Student Engagement Unit (SEU) and USASA.
- A range of activities delivered through UniSA Sport to increase student connection and promote health and wellbeing. Included funding for students to participate in City to Bay, Intervarsity Sport, on-campus and online wellbeing sessions, and the Wurringka Sports and Wellbeing event.
- [USASA Financial Wellbeing Service](#) to proactively reduce risk-factors of poor mental health resulting from financial pressures. The service includes financial counselling, critical needs grants and emergency vouchers. USASA has also established partnerships with community organisations such as Uniting Care, Baptist Care and Save The Children to provide student access to low-cost food, clothing, and household items.

### **3. Developing skills to help with study**

- Funding to enhance core services to help students develop study skills. Included an increased Studiosity allocation to meet demand for online study skills advice and support in 2024.

### **4. Other ongoing and project-funded activity**

- USASA's annual program of events supporting students' orientation and transition to university, building communities and fostering wellbeing. Large events include Campus Fair (delivered in partnership with the University), large-scale wellbeing/wellness activation, and regular pop-up activations.
- [USASA Clubs and Societies](#) supporting students to drive campus culture and fostering a sense of belonging in the learning community and beyond. USASA has over 80 active special interest, cultural, social justice and academic clubs with over 7,800 members. USASA's club grants program supports initiatives that enhance the student experience, specifically campus vibrancy, student events and personal development programs.
- USASA once again delivered Pride Fair to celebrate the Rainbow Community on campus. The event was highly focussed on student involvement and included collaboration with key partners such as batyr, Rainbow Club, Wurringka Student Services and the University's Student Engagement Unit (SEU).
- Project funding to support the activity of Wurringka Warriors. Wurringka Warriors actively support Aboriginal and/or Torres Strait Islander student engagement activities, and build a sense of community, both on and off campus. Wurringka Warriors encourage student involvement in cultural and community events, workshop, feedback on services, and developing content for social media.
- A range of student-led projects including:
  - UniCast Student Music Initiative: a multi-stage initiative designed to create a directory of student musicians and enhance their profile across all campuses.
  - Deck the Halls: Skateboard Deck Design Contest: a skateboard art competition aimed at promoting art as a form of therapy for students' wellbeing and to decorate spaces on campus.

- Justice and Society Student Belonging Event: an engagement activity to promote belonging and sense of community, bringing together students and staff.
- City East Morning Team: to celebrate the commencement of Semester 2 and bring all of clinical and Health Sciences together.
- Student Wellness Workshop (in partnership with USASA) to increase students' awareness and understanding on the topic of wellness and study life balance, and utilising this in their study lives.

## SSAF Revenue Summary

	2024 Allocation \$ <sup>1</sup>	2024 Actual \$
SSAF Revenue	\$4,978,155	\$4,991,247
SSAF revenue carried forward from 2023	\$887,366	\$887,469
<b>Total SSAF funds available for 2024</b>	<b>\$5,859,522</b>	<b>\$5,878,716</b>
SSAF revenue carried over into 2025	\$503,046	\$687,550

<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* (the Act). In **2024** the maximum SSAF was **\$351**.

Student Status	2024 SSAF charged \$ <sup>2</sup>	Number of students charged in 2024 <sup>3</sup>
Full-time <sup>1</sup> (> 0.75 EFTSL)	\$285	13,107
Part-time <sup>1</sup> (< 0.75 EFTSL)	\$87	14,016
		<b>Total: 27,123</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 [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	2024 SSAF charged \$ <sup>2</sup>	Approx. number of SSAF students remote learning 2024 <sup>4</sup>
Remote learning/Online only	\$176	9,674

<sup>4</sup> Note: The Department of Education 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

### Key areas of expenditure 2024

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.

The 2024 total allocation and total actual spend exceeds the amount of SSAF collected in 2024, with funds carried forward from the previous year being used to cover the excess.

Key Area (reporting against these are mandatory)	2024 Total Allocation \$	2024 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Services	\$356,690	\$327,390	Yes	1,884
2. Clubs or other associations	\$	\$		
a. Sporting	\$318,586	\$314,226	Yes	8,729
3. Accommodation	\$	\$		
4. Employment/career services	\$781,709	\$781,709	Yes	25,178
5. Legal aid	\$	\$		
6. Support for financial affairs	\$	\$		
7. Other student amenities	\$	\$		
8. Other – Student Orientation	\$219,000	\$219,000	Yes	4,879
9. Other – Student Leadership Programs	\$132,786	\$132,786	Yes	304
10. Other – Student Events	\$75,000	\$75,000	Yes	2,878



Key Area (reporting against these are mandatory)	2024 Total Allocation \$	2024 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
11. Other – Student Life	\$509,086	\$494,203	Yes	9,630
12. Other – Academic Learning Support	\$401,750	\$401,750	Yes	3,394
13. Other – flu vaccinations for students	\$45,000	\$18,230	N/A	1,072
14. Other – personal accident insurance for students	\$55,000	\$55,000	N/A	36,000+
15. Other – regional activity fund	\$40,000	\$32,760	No	250
UniSA Student Association (USASA)				
1. Health, welfare and wellbeing (financial wellbeing, wellbeing project, food pantry, and volunteering programs)	\$285,319	\$285,319	Yes	1,908
2. USASA Clubs and Societies	\$424,211	\$424,211	Yes	7,814
a. Internal student politics				160
b. Gender, sexuality, ethnicity, race, or nationality-based				2,031
c. Areas-of-study related e.g. law				3,343
d. Other activities e.g. music, debate, chess				2,280
e. Other				
3. Other – Student Leadership Programs	\$274,427	\$274,427	Yes	720
4. Student Community – USASA support for recreational activity by students (including Orientation) and promoting health and welfare of students.	\$847,286	\$847,286	Yes	26,000+
5. USASA Advocacy Service – advising on matters and advocating students’ interests in matters arising under the higher education provider’s rules.	\$461,200	\$461,200	Yes	1,074
6. USASA Verse Magazine – production and dissemination to students of media whose current content is provided by students.	\$46,669	\$46,669	Yes	11,000
<b>Total</b>	<b>\$5,277,809</b>	<b>\$5,191,166</b>		



## Organisations, bodies or third-party providers that received SSAF funding in 2024

### 1. Allocation of SSAF revenue – non-student-led organisations

Organisation Name	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received from provider \$	% of total SSAF revenue collected by the Provider
N/A				
		<b>Total SSAF provided to non student-led organisations</b>		

### 2. Allocation of SSAF revenue to student led organisations – evidence of meeting requirement of 40 per cent

Organisation Name <sup>1</sup>	Australian Business Number (ABN)	Supported Key Area	SSAF Funding Received from Provider \$	% of total revenue collected by the provider	If below 40 per cent, is there an agreed transition plan in place	Details of transition plan
University of South Australia Student Association Inc (USASA)	42 435 026 686	Refer to SSAF Allocation Summary above	\$2,339,112	47%	N/A	N/A
		<b>Total SSAF provided to student-led organisations</b>	\$2,339,112	47%		

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

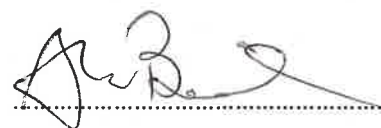
**3. Attestation that student led organisations in receipt of a minimum of 40 per cent of SSAF revenue are meeting governance requirements**

Organisation Name <sup>1</sup>	Majority student-led	Democratically elected leaders	Independence	Audited accounts	Corporate Governance policies and procedures established and adhered to	If replying no on any measure, is there an agreed transition plan in place?	Details of transition plan
University of South Australia Student Association Inc (USASA)	Yes	Yes	Yes	Yes	Yes	N/A	N/A

**Declaration by Person of Authority**

I, Alan Brideson, Chief Academic Services Officer of University of South Australia, 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.

I further attest that the information provided in this Report meets the requirements of the *Higher Education Support Act 2003* and the Higher Education Support (Student Services, Amenities, Representation and Advocacy) Guidelines 2022 and that, where transition arrangements have either been sought or approved, information is provided on this.



**Signature of Person making Declaration**

Mr Alan Brideson  
Chief Academic Services Officer  
25 June 2025