

# Federation University Australia

## Student Services and Amenities Fee (SSAF)

### 2024 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

In 2024 Federation University continued to prioritise student voice in our decision-making and service design. A key mechanism for this is through the Student Senate, our peak representative student body. Meeting 8 times annually, the Student Senate serves as a vital channel for meaningful consultation and collaboration between students and the University. The Student Senate contributes valuable insights and input on a range of student-related matters, with particular focus on:

- The quality, accessibility and relevance of student services and amenities
- University policies and processes that impact student life
- The physical, cultural and digital environments that shape student learning and engagement

A core responsibility of the Student Senate is to provide recommendations on the allocation of the Student Services and Amenities Fee (SSAF). This includes consultation on how SSAF funds are utilised to best support the student community.

In 2024, SSAF funds were allocated to the following student-facing services, projects, and activities:

- Student Orientation, Transition, and Retention Activities across all campuses and virtually to support new and continuing students including Student Events and Activities to enhance retention, success, and connection among students.
- Sport and Fitness Programs including opportunities for students to participate in events, activities community and representative sporting programs. Also includes provision of equipment, uniforms and support for elite student athletes
- Support for Student Groups and Clubs with assistance and funding for groups and their activities across all campuses and virtually.
- Improvement and Maintenance of Student Amenities including student social spaces and lounges.
- Student Senate support included induction, training, promotion, merchandise, and representative stipends as well as executive support
- Careers and Employment Programs and Services including careers advisor appointments, webinars and workshops, career resources, Federation Advantage Program and the Mentor Advantage Program.
- Student Advocacy Service including the provision of independent, confidential advice and support to students dealing with academic concerns, appeals, and complaints.

Student feedback and input on SSAF priorities is also gathered through our annual Student Life Survey, where students share ideas and preferences for SSAF-funded events, programs, and services. Insights from this survey directly inform initiatives including our Student Events Calendar, ensuring SSAF allocation reflects students' evolving interests and needs.

We also run an Early Semester Pulse Survey — a short check-in designed to identify students who may be at risk of disengaging from their studies. This proactive approach enables early connection, timely support, and targeted interventions. It also gives students a voice in shaping their experience by asking what's working well and what could be improved.

Our consultation and feedback mechanisms ensure that SSAF funding decisions are informed by genuine student insight, supporting a more responsive, inclusive, and student-centred experience.

Here are some ways our SSAF was spent in 2024



This photo captures a cooking demonstration from our Well Week event, where our student cookbook was launched. The event supports students by providing access to and education about holistic wellness.



This photo shows our Men's University Basketball League representative team, The Fed Falcons. Our student's participation in this league is supported by SSAF.



This photo is from our annual student awards night, FedAwards, which celebrates, recognises, and rewards the co-curricular achievements of our students. Students MC, perform, present and receive awards at this

# SSAF Revenue Summary

	2024 Allocation \$ <sup>1</sup>	2024 Actual \$
SSAF Revenue	\$2,408,162	\$2,338,202
SSAF revenue carried forward from 2023	(\$324,059)	(\$324,059)
<b>Total SSAF funds available for 2024</b>	<b>\$2,084,103</b>	<b>\$2,014,143</b>
SSAF revenue carried over into 2025	\$0	(\$170,919)

<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 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)	\$351	3,546
Part-time <sup>1</sup> (< 0.75 EFTSL)	\$263	2,117
		<b>Total: 5,663</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	Full-time \$263 Part-time \$197	<b>2,527</b>

<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	2024 Total Allocation \$	2024 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Services	\$0	\$0	-	
2. Clubs or other associations	\$177,985	\$186,607	Yes	1,200
a. Sporting	\$6,040	\$6,332	No	
b. Internal student politics	\$0	\$0	-	
c. Gender, sexuality, ethnicity, race, or nationality-based	\$730	\$764	Yes	
d. Areas-of-study related e.g. law	\$6,020	\$6,315	Yes	
e. Other activities e.g. music, debate, chess	\$5,487	\$5,753	Yes	
f. Other	\$586	\$614	No	
3. Employment/career services	\$369,595	\$387,496	Yes	2,100
4. Legal aid	\$0	\$0	-	
5. Other student amenities – Student Partnerships and Engagement Programs, including Student Events, Orientation and Activities.	\$645,660	\$676,940	Yes	12,000
6. Student Senate Operations	\$112,830	\$118,295	Yes	
7. Student Advocacy Service	\$479,240	\$502,454	Yes	840 clients – 2,255 appointments
8. Supporting a sporting or other recreational activity by students	\$279,930	\$293,492	Yes	750
<b>Total</b>	<b>\$2,084,103</b>	<b>\$2,185,062</b>		

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

Organisation Name <sup>1</sup>	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
Josh Farr Consulting Pty Ltd	21 642 701 666	Student Leadership	\$4,500	0.206%

<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, [insert full name], [insert position title] of [insert full name of higher education provider], 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.



.....  
Signature of Person making Declaration

John Blair

.....  
Full name of Person making Declaration

Chief Financial Officer

.....  
Position of Person making Declaration

13/05/2025

.....  
Date