

Avondale University

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

Avondale University consults with students and their representative bodies, bi-annually, to identify priorities and inform decision making for the allocation of SSAF funds. Students from different cohorts were consulted regarding their preferences for services that fit within the legislative requirements.

In keeping with student feedback and in accordance with the Australian Government's legislation for expenditure of the SSAF funding, Avondale identified and prioritized the following three areas to benefit from SSAF funding.

1. Promoting the health and welfare of students
2. Providing food or drink to students on a campus of the higher education provider
3. Helping students obtain employment or advice on careers

SSAF-FUNDED STUDENT INITIATIVES/CAPITAL WORKS FOR 2023

The previously proposed SSAF-funded capital project to upgrade the student outdoor hub on the Lake Macquarie Campus has been placed on permanent hold due to technical and design issues. The project budget was held for future projects.

SSAF Revenue Summary

	2023 Allocation \$ ¹	2023 Actual \$
SSAF Revenue	\$210,000	\$193,280
SSAF revenue carried forward from 2022	\$0	\$90,785
Total SSAF funds available for 2023	\$210,000	\$284,065
SSAF revenue carried over into 2024	\$0	\$115,695

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 [insert reported year] the maximum SSAF was \$[insert maximum SSAF for the reported year].

Student Status	2023 SSAF charged \$ ²	Number of students charged in 2023 ³
Full-time ¹ (> 0.75 EFTSL)	\$121,600	546
Part-time ¹ (< 0.75 EFTSL)	\$71,680	516
		Total: 1,062

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	[Insert reported year] SSAF charged \$ ²	Approx. number of SSAF students remote learning [Insert reported year] ⁴
Remote learning/Online only	0	0

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. 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	2023 Total Allocation \$	2023 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services
1. Health Service	\$140,000	\$123,837	Yes	250
2. Clubs or other associations	\$20,000			230
a. Sporting Clubs and support		\$11,329	No	
b. Internal Student politics	\$0	\$0		
c. Gender, Sexuality, ethnicity, race or nationality-based	\$0	\$0		
d. Area-of-study based eg law	\$0	\$0		
e. Other activities eg music, debate, chess	\$0	\$0		
3. Orientation – assistance with information	\$10,000	\$13,673	Yes where possible	300
4. Helping Students develop Skills for study	\$30,000	\$14,549	Yes	100
5. Providing food and drinks to students on campus	\$10,000	\$4,982	No	170
Total	\$210,000	\$168,370		

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
Fitlife Health Club	95 137 817 264	2. a. Sporting	\$6,739	4%

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, Calvin Dever, Chief Students and Engagement Officer of Avondale University 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

Kalvin Dever

Full name of Person making Declaration

Chief Students and Engagement Officer

Position of Person making Declaration

3 July 2024

Date