

Deakin 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

The SSAF is managed by Diversity, Equity and Inclusion (DEI) which reports into the Deputy Vice Chancellor University Services Portfolio. Decisions about how SSAF funding will be allocated are discussed by the SSAF Selection Committee, a delegated group of senior University representatives, with final recommendations developed by the Executive Director – Diversity, Equity and Inclusion taken to Deputy Vice Chancellor University Services for endorsement.

The university regularly engages and consults with the key student representative body, the Deakin University Student Union (DUSA) at a monthly partnership meeting attended by the Executive Director Student Services, Dean of Students, Executive Director Diversity, Equity and Inclusion, DUSA President and DUSA General Manager. Items of significance and for action are distributed across the university to relevant stakeholders and leadership.

In July 2022 students and DUSA were invited to comment on the proposed priorities for use of the 2023 SSAF revenue. The proposed priorities for fee expenditure were published on the web and via other student focused communication channels. Students formally elected to University Committees and Boards were also directly invited to comment and several discussions were held with the DUSA leadership.

Themes from student feedback and consultation mirrored the priority areas, notably student welfare and mental health, career development and employment. The other area of feedback that was not aligned to a SSAF priority area was parking. Students were directed towards the DUSA Transport Support Financial Grant, which supports students in financial need to cover the costs of transport and parking around campus.

Highlights and achievements from the 2023 year included:

- Increases in financial support and assistance for students to aid with increased cost of living expenses.
- Greater engagement with Orientation and Campus based events.
- 20% increase in Fitness Centre memberships.
- Focused spotlight on the prevention of and response to incidents of Gender Based Violence and Sexual harm.
- Connected and engaging Peer Support services including 24/7 availability.
- Sustainable, paid employment opportunities for our students.

SSAF Revenue Summary

	2023 Allocation \$ ¹	2023 Actual \$
SSAF Revenue	\$8,281,787	\$8,098,919
SSAF revenue carried forward from 2022]	\$339,262	\$339,262
Total SSAF funds available for 2023	\$8,110,948	\$8,166,484
SSAF revenue carried over into 2024	\$407,343	\$407,343

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 \$163.

Student Status	2023 SSAF charged \$ ²	Number of students charged in 2023 ³
Full-time ¹ (> 0.75 EFTSL)	\$163	17,954
Fully Online	\$65	17,871
Part-time ¹ (< 0.75 EFTSL)	\$122	4,853
		Total: 40,678

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 [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 2023 as the total EFTSL they undertook in [insert reported year] was equal to 0.875.

Student Status	2023 SSAF charged \$ ²	Approx. number of SSAF students remote learning 2023 ⁴
Remote learning/Online only	\$65	17,871

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
supporting a sporting or other recreational activity by students	\$790,645	\$803,556	Yes	30,000
supporting the administration of a club most of whose members are students	\$1,063,617	\$1,063,617	Yes	9,000
promoting the health or welfare of students	\$2,498,448	\$2,441,625	Yes	6,000
helping students obtain employment or advice on careers	\$200,000	\$190,797	Yes	5,500
supporting the production and dissemination to students of media whose content is provided by students	\$681,726	\$663,143	Yes	30,000
helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	\$308,678	\$230,318	Yes	3,300
advocating students' interests in matters arising under the higher education provider's rules (however described)	\$1,417,132	\$1,417,132	Yes	2,500
giving students information to help them in their orientation	\$1,321,541	\$1,288,730	Yes	30,000
Total	\$8,281,787	\$8,098,918		116,300

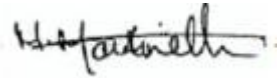
Organisations, bodies or third-party providers that received SSAF funding in 2023.

Organisation Name ¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
Deakin University Student Association	95 022 653 791	<p>supporting a sporting or other recreational activity by students</p> <p>promoting the health or welfare of students</p> <p>advocating students' interests in matters arising under the higher education provider's rules</p> <p>supporting the production and dissemination to students of media whose content is provided by students.</p> <p>giving students information to help them in their orientation</p>	\$4,145,000	51%
Eastern Community Legal Centre (ECLC) and Barwon Community Legal Service (BCLS)	ECLC 89 833 124 364 BCLS 75 659 039 490	Legal	\$286,912	3%
Pearson Australia Group – Smart Thinking Academic Support	40 004 245 943	helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	\$109,000	1%

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, Mel Martinelli, Executive Director – Diversity, Equity and Inclusion of Deakin 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.

A handwritten signature in black ink, appearing to read 'Mel Martinelli', with a horizontal line extending from the end of the name.

Signature of Person making Declaration

Mel Martinelli

Full name of Person making Declaration

Executive Director – Diversity, Equity and Inclusion

Position of Person making Declaration

28 June 2024

Date