

Deakin University

Student Services and Amenities Fee (SSAF)

2025 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 SSAF is managed by Equity and Inclusion (E&I) which reports into the Deputy Vice Chancellor University Services Portfolio. The legislation restricts use of the fee to defined 'allowable uses' and requires the University to consult with students and elected student representatives regarding the use of the fee revenue.

The university regularly engages and consults with the key student representative body, the Deakin University Student Association (DUSA) at a monthly partnership meeting attended by the Executive Director Student Services, Pro Vice Chancellor Students, Executive Director 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.

Over a three-week period from July to August 2024, all students and DUSA were invited to comment on the proposed priorities for use of the SSAF revenue for the 2025 year. The proposed priorities for fee expenditure were published on the Deakin website and via student focused communication channels. Students formally elected to representative positions were also directly invited to comment and an ongoing dialogue is in place with DUSA at senior leadership levels seeking input.

There were more than 300 responses received from students during the 2024 consultation, including a formal response from DUSA. This was a significant level of engagement which identified a number of clear priority themes: Food security, cost of living, student welfare and mental health concerns, sporting programs, and social and cultural engagement, Student employment & careers, student health and wellbeing, and advocacy and student disability support.

Strategic activities delivered in response to the student consultation included:

- Following student feedback, SSAF funded a pilot program offering free sanitary products across all campus libraries in 2025.
- Campus Experience reviewed the delivery of DeakinACTIVE in 2025 and determined management of DeakinACTIVE will be returned in-house to Deakin with the ClubLinks contract ceasing at the end of 2025, delivering financial savings and more seamless integration to the overall campus experience.
- Student Finance continues to offer a range of services for domestic students experiencing financial difficulties including interest-free loans, emergency essentials and myki cards and budget planning support.

Highlights and achievements from the 2025 year included:

- Significant increase in use of Studiosity+, 24/7 online writing feedback and tutoring
- Focus on food security, sustainability and skill development – pilot program delivered in 2025 and to be continued in partnership with Deakin students delivering in 2026
- Free sanitary products for all students at all campus libraries and DUSA
- Continued increase in engagement with Orientation and Campus based events

- Sustainable, paid employment opportunities for Deakin students partnering with Industry professionals
- Increased engagement across sporting clubs and societies

Legislative requirements and governance

The University has the legislated authority and accountability for determining how to spend SSAF revenue. The legislation restricts use of the fee to defined 'allowable uses' and requires the University to consult with students and elected student representatives regarding the use of the fee revenue. The legislation requires higher education providers to allocate a minimum of 40% of their SSAF revenue to student-led organisations and updates governance guidelines for student-led organisations who receive SSAF. Deakin continues to meet all obligations under the legislation, with funding towards the Deakin University Student Association (DUSA) being 47% of total SSAF revenue in 2025.

Equity and Inclusion's approach to the governance of the SSAF seeks to position the fund as a strategic investment mechanism enabling the University to translate strategic intent into tangible student outcomes. Its flexibility allows resources to be directed to areas of highest impact, scaled in response to changing student numbers, ensuring a sustained focus on equity, wellbeing and success in a dynamic policy and operating environment.

In 2025, **\$10,693,918** in SSAF funds were allocated for the provision of student focussed services and initiatives. This figure is comprised of **\$4,595,000** dedicated to the provision of services provided by DUSA, **\$4,938,816** allocated to the University to provide services for students as per the funding guidelines. **\$1,124,506** in residual funds were carried over from 2024 and is referenced later in the report.

Actual income received for SSAF in 2025 **\$9,569,412** was slightly lower (-\$9,138) than forecast. Actual expenditure came in as forecast at **\$9,533,816**, \$35,596 less than income received.

DUSA is engaged under a 3-year Head Agreement (2024 – 2026 endorsed by Vice Chancellor in December 2024) and annual Service Level Agreements. These agreements provide a framework for the relationship between Deakin and DUSA with conditions relating to statutory reporting requirements, insurance, consultation, engagement and coordination of operational activities. Thematically, the Head Agreement notes the high degree of interrelationship between both Deakin and DUSA, and the mutual benefit of both organisations collaborating successfully together.

The primary objective of DUSA is to be a student-led and governed organisation representing the student body and to organise and coordinate services conducive to supporting the welfare, wellbeing and academic success of students of Deakin. Both parties agree that DUSA will fulfil advocacy, representative and service objectives provided that the arrangements made between Deakin and DUSA are consistent with the requirements of the *Higher Education Support Act 2003* (Cth).

DUSA has comprehensive governance arrangements, financial reporting mechanisms and management structures to ensure they meet their requirements under legislation and under the Head Agreement, details on DUSA Constitution and General Regulations are available via their website

<https://www.dusa.org.au/all-things-dusa/student-representation>

SSAF Revenue Summary

| | 2025 Allocation \$ ¹ | 2025 Actual |
|--|---------------------------------|---------------------|
| SSAF Revenue | \$9,578,550 | \$9,569,412 |
| SSAF Revenue carried forward from 2024 | \$1,124,506 | \$1,124,506 |
| Total SSAF funds available for 2025 | \$10,703,056 | \$10,693,918 |
| SSAF Revenue carried over into 2026 ² | \$1,160,102 | \$1,160,102 |

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 (the Act) and is equal to, or lower than the maximum SA-HELP permitted under the legislation. In **2025** the maximum SSAF was **\$365**.

At Deakin the SSAF is charged twice a year using a semester model, and the amount you pay depends on whether you're a full or part-time student, and studying on campus or online. Students are charged for studying during semesters 1 and 2, depending on their mode of study.

| Student Status | 2025 SSAF Charged \$ ² | Number of students charged in Semester 1, 2025 ³ | Number of students charged in Semester 2, 2025 ³ |
|---------------------------------------|-----------------------------------|---|---|
| Full-time ¹ (> 0.75 EFTSL) | \$182 | 19,950 | 17,014 |
| Part-time ¹ (< 0.75 EFTSL) | \$136 | 3,080 | 2,943 |
| Fully Online ⁴ | \$70 | 15,691 | 13,205 |
| | | 38,721 | 33,162 |

¹Note: 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.

²Note: 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.

³Note: Students are categorised as full-time or part-time students based on the total EFTSL value of the units of study they undertook in 2025. 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 2025 as the total EFTSL they undertook in 2025 was equal to 0.875.

⁴Note: 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 2025

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 (reporting against these are mandatory) | 2025 Total Allocation \$ | 2025 Total Actual spend \$ | Are services available online? | Estimated number of students accessing services |
|---|--------------------------|----------------------------|--------------------------------|---|
| 1. Health Services | \$542,810 | \$542,810 | Yes | 6,500 |
| 2. Clubs or other associations (administration /governance) | \$1,324,055 | \$1,324,055 | Yes | 10,500 |
| a. Sporting | | | | |
| b. Internal student politics | | | | |
| c. Gender, sexuality, ethnicity, race, or nationality-based | | | | |
| d. Areas-of-study related e.g. Law | | | | |
| e. Other activities e.g. music, debate, chess | | | | |
| f. Other | | | | |
| 3. Accommodation | | | | |

| | | | | |
|--|---|---|-----|--------|
| 4. Employment/career services | \$1,262,800 | \$1,264,800 | Yes | 4,650 |
| 5. Legal aid/ Advocacy/ General representation | \$1,342,384 | \$1,342,384 | Yes | 4,000 |
| 6. Support for financial affairs | Allocated in Clubs and sport and recreation | Allocated in Clubs and sport and recreation | | |
| 7. Sport and recreation activity | \$1,582,632 | \$1,582,632 | No | 25,000 |
| 8. Orientation | \$1,200,000 | \$1,210,689 | Yes | 40,000 |
| 9. Student Media | \$340,258 | \$340,258 | Yes | 35,000 |
| 10. Study Skills | \$1,353,200 | \$1,353,242 | Yes | 10,000 |
| 11. Student Engagement | \$630,411 | \$572,946 | Yes | 25,000 |
| TOTAL | \$9,578,550 | \$9,533,816 | | |

Organisations, bodies or third-party providers that received SSAF funding in 2025

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

| Organisation Name ² | Australian Business Number (ABN) | Supported Key Area | Total SSAF Funding Received from provider \$ | % of total SSAF revenue collected by the Provider |
|--------------------------------|----------------------------------|---|--|---|
| <i>Deakin University</i> | 56 721 584 203 | 1, 4, 6, 7, 8, 9, 10, 11 | \$4,938,816 | 43% |
| | | Total SSAF provided to non student-led organisations | \$4,938,816 | 43% |

² Note: Only organisations, bodies or third-party providers who receive over \$1,000 in SSAF funding are expected to be disclosed.

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

| Organisation Name ³ | 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 |
|---|----------------------------------|---|--|--|---|----------------------------|
| <i>Deakin University Student Association (DUSA)</i> | 95 022 653 791 | 2, 5, 7, 8, 9, 11 | \$4,595,000 | 47% | N/A | N/A |
| | | Total SSAF provided to student-led organisations | \$4,595,000 | 47% | N/A | N/A |

³ Note: Only organisations, bodies or third-party providers who receive over \$1,000 in SSAF funding are expected to be disclosed.

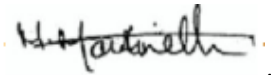
3. Attestation that student led organisations in receipt of a minimum of 40 per cent of SSAF revenue are meeting governance requirements

| Organisation Name ¹ | 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 |
|---|----------------------|--------------------------------|--------------|------------------|---|---|----------------------------|
| <i>Deakin University Student Association (DUSA)</i> | Yes | Yes | Yes | Yes | Yes | N/A | N/A |

Declaration by Person of Authority

I, Mel Martinelli, Executive Director, 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.

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.

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

Mel Martinelli

Executive Director, Equity and Inclusion

29 June 2026