



University of New England

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

UNE has a formal consultation process with students and their representative bodies to identify priorities for the allocation of funds generated by the student services and amenities fee. In 2024, UNE students received an invitation from the UNE Student Council to respond to a survey about the use of the SSAF. This survey was designed to identify priorities, respond to individual student enquiries and make recommendations to the UNE SSAF Committee to prioritise SSAF expenditure. The 2024 SSAF Student Survey revealed that students believed the most important SSAF funded categories are:

1. Promoting the health or welfare of students (13%)
2. Helping students develop study skills (12%)
3. Helping students obtain employment or provide advice on careers (12%)
4. Helping students with their financial affairs (8%)
5. Helping students secure accommodation (7%)

The responses from the 2024 SSAF Student Survey also revealed which SSAF funded activities were accessed or used by students:

1. Studiosity (23%)
2. Online Orientation (18%)
3. Discounts on on-campus cafes & restaurants (10%)
4. Academic Skills Office (10%)
5. SportUNE (7%)

SSAF Financial Allocation and Spending for 2024:

Student activities, welfare services and funded activities:

Supported Projects	Allocation	Actual Expenditure
TuneFM	\$223,990	\$223,990
Student Welfare & Counselling	\$695,000	\$660,479
Night Shuttle	\$140,132	\$140,132
Stro Precinct Subsidy	\$50,000	\$50,000
Food & Beverage	\$30,000	\$30,000
Employment & Careers	\$314,087	\$197,370
Total	\$1,453,209	\$1,301,971

Student Sporting & Recreational funded activities:

Supported Projects	Allocation	Actual Expenditure
SportUNE Student Membership & Facility Membership	\$266,426	\$266,426
Clubs & Societies	\$190,730	\$190,730
Student events & activations	\$150,750	\$150,750
Total	\$607,906	\$607,906

Student Representation, Governance & Mandated Support activities:

Supported Projects	Allocation	Actual Expenditure
Orientation Programs	\$503,048	\$513,405
Independent Student Advocates	\$393,370	\$393,370
UNE Student Council	\$145,884	\$117,902
Study Skills	\$254,839	\$256,955
SSAF Administration Resource	\$51,171	\$47,791
Total	\$1,348,312	\$1,329,423

Total SSAF Supported Projects - 2024	\$3,409,427	\$3,239,300
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SSAF Revenue Summary

	2024 Allocation \$¹	2024 Actual \$
SSAF Revenue	\$3,409,427	\$3,465,785
SSAF revenue carried forward from 2023	\$1,003,194	\$664,098
Total SSAF funds available for 2024	\$4,412,621	\$4,129,883
SSAF revenue carried over into 2025	\$1,173,321	\$890,583

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 2024 the maximum SSAF was \$350.40.

UNE SSAF Charges are based on the following schedule:

Student Category	2024 SSAF rates
Coursework	\$350.40 per EFTSL, to a maximum of 1 EFTSL.
Full-Time HDR	\$131.40 per student for each trimester enrolled as a Full-Time student.
Part-Time HDR	\$65.70 per student for each trimester enrolled as a Part-Time student.

See <https://www.une.edu.au/current-students/my-course/fees/student-services-and-amenities-fee> from more information.

Student Status	2024 SSAF charged \$ ²	Number of students charged in 2024 ³
Full-time ¹ (> 0.75 EFTSL)	\$284	6,700
Part-time ¹ (< 0.75 EFTSL)	\$110	13,740
		Total: 20,440

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 2024 as the total EFTSL they undertook in 2024 was equal to 0.875.

Student Status	2024 SSAF charged \$²	Approx. number of SSAF students remote learning 2024⁴
Remote learning/Online only	\$168	17,209

⁴ 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.

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. Promoting the health & welfare of students	\$835,132	\$800,611	Yes	2,632
2. Helping students obtain employment or advice on careers	\$314,087	\$197,370	Yes	4,349
3. Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	\$254,839	\$256,955	Yes	498
4. Helping students with their financial affairs	\$0	\$0	-	-
5. Advocating students' interests in matters arising from under the higher education provider's rules	\$590,425	\$559,063	Yes	20,951
6. Providing legal advice to students	\$0	\$0	-	-
7. Helping students secure accommodation	\$0	\$0	-	-

8. Providing libraries and reading rooms (other than provided for academic purposes) for students	\$0	\$0	-	-
9. Caring for students	\$0	\$0	-	-
10. Giving students information to help them in their orientation	\$503,048	\$513,405	Yes	8,106
11. Providing food or drink to students on campus of the higher education provider	\$80,000	\$80,000	Yes	1,500
12. Advising on matters arising under the higher education providers' rules	\$0	\$0	-	-
13. Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment	\$0	\$0	-	-
14. Supporting a sporting club or other recreational activity by students	\$417,176	\$417,176	Yes	7,938
15. Supporting the administration of a club most of whose members are students	\$190,730	\$190,730	Yes	2,405
<i>a. Sporting</i>	\$26,900	\$26,900	-	-
<i>b. Internal student politics</i>	\$0	\$0	-	-
<i>c. Gender, sexuality, ethnicity, race, or nationality-based</i>	\$18,500	\$18,500	-	-
<i>d. Areas-of-study related e.g. law</i>	\$82,395	\$82,395	-	-
<i>e. Other activities e.g. music, debate, chess</i>	\$25,175	\$25,175	-	-

<i>f. Other</i>	\$37,760	\$ 37,760	-	-
16. Supporting an artistic activity by students	\$223,990	\$223,990	Yes	4,175
17. Helping students obtain insurance against personal accident	\$0	\$0	-	-
18. Supporting the production and dissemination to students of media whose content is provided by students	\$0	\$0	-	-
19. Support debating by students	\$0	\$0	-	-
Total	\$3,409,427	\$3,239,300		

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

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

Organisation Name ¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received from provider \$	% of total SSAF revenue collected by the Provider
UNE Life Pty Ltd	29 065 648 419	Category 5	\$273,980	8.04%
UNE Life Pty Ltd	29 065 648 419	Category 16	\$223,990	6.57%
UNE Life Pty Ltd	29 065 648 419	Category 5	\$217,016	6.37%
UNE Life Pty Ltd	29 065 648 419	Category 15	\$190,730	5.59%
UNE Life Pty Ltd	29 065 648 419	Category 14	\$164,000	4.81%
UNE Life Pty Ltd	29 065 648 419	Category 1	\$140,132	4.11%
UNE Life Pty Ltd	29 065 648 419	Category 15	\$75,750	2.22%
UNE Life Pty Ltd	29 065 648 419	Category 15	\$75,000	2.20%

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

UNE Life Pty Ltd	29 065 648 419	Category 10	\$72,500	2.13%
Lifeline Direct Limited	14 618 509 818	Category 1	\$60,000	1.76%
UNE Life Pty Ltd	29 065 648 419	Category 11	\$50,000	1.47%
Ministry Shirts Pty Ltd	83 623 747 124	Category 10	\$34,400	1.01%
UNE Life Pty Ltd	29 065 648 419	Category 11	\$30,000	0.88%
UNE Life Pty Ltd	29 065 648 419	Category 10	\$17,971	0.53%
Kristy Sillman		Category 5	\$17,605	0.52%
UNIPromo Pty Ltd	74 138 830 485	Category 10	\$14,950	0.44%
Little Coco's Gourmet Catering	99 183 024 025	Category 10	\$9,085	0.27%
Fuji Xerox Australia	85 751 796 636	Category 5	\$5,316	0.16%
UNE Life Pty Ltd	29 065 648 419	Category 14	\$4,800	0.14%
F & N Siciliano Pty Ltd	99 119 229 391	Category 10	\$3,856	0.11%

Josh Farr Consulting Pty Ltd	21 642 701 666	Category 5	\$3,500	0.10%
Big Pulse Consulting Pty Ltd	96 627 072 664	Category 5	\$2,386	0.07%
Tertiary Education Quality Standards Agency	50 658 250 012	Category 5	\$1,289	0.04%
Michelle Jamieson	90 513 581 307	Category 3	\$1,250	0.04%
AlcoCups Pty Ltd	14 600 568 232	Category 10	\$1,230	0.04%
Australian Opco T/A FCM Travel Solutions	20 003 279 534	Category 5	\$1,018	0.03%
		Total SSAF provided to non-student-led organisations	\$1,691,754	49.65%

Declaration by Person of Authority

[The signoff should be at a Chief Executive level, or the senior responsible officer for administration of SSAF.]

I, Simon Charles Evans, Deputy Vice-Chancellor of the University of New England, 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.

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.

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Signature of Person making Declaration

Professor Simon Charles Evans

Full name of Person making Declaration

Deputy Vice-Chancellor

Position of Person making Declaration

6 June 2025

Date