

Western Sydney University

Student Services and Amenities Fee (SSAF)

2022 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 preparation for 2022 SSAF funding distribution, Western communicated with students as follows:

1. Engaged Student Representative Council (SRC) in redevelopment of the [SSAF Governance Framework](#) (developed in 2019 and reviewed end 2021). The Governance Framework outlines the principles for student consultation at Western and specifies the funding allocation approach and provides guidelines for program/project evaluation. The Framework also outlines the Terms of Reference of the SSAF Advisory Group
2. Invited all students to take part in a SSAF survey to identify which of the 19 SSAF priorities were most important to them – the results of this survey informed 2022 funding allocations (via email link sent 1 November 2021 as part of point 3 below)
3. Invited all students to submit funding proposals for 2022 SSAF funds (via email sent on 1 November 2021)
4. Via email, engaged directly with SRC on 1 November 2021 to encourage dissemination through student networks
5. Worked with SRC representatives to evaluate submitted funding proposals and identify key programs (see: [2022 SSAF supported programs](#)) as directed by the [SSAF Governance Framework](#). The SSAF Advisory Group met on 30 November 2021
6. Each communication request for students to pay SSAF included links to the [SSAF](#) webpages. The information in the SSAF webpages outlines how students can provide [feedback](#), engage with SRC and the University in relation to SSAF allocation and also details [year on year SSAF spending](#)
7. On 28 November 2021 the endorsed [2022 SSAF supported programs](#) dashboard was uploaded to the SSAF webpages

Full details on 2022 SSAF funded programs can be found in the [2022 SSAF funded programs \(end year report\)](#). This report provides a breakdown total SSAF revenue distributed by:

1. WSU Funding Category (as outlined in the SSAF Governance Framework) - by percentage and financial split
2. The 19 legislated SSAF funding categories

Western allocates funding in two primary areas. 40% of SSAF revenue is held centrally. These funds support ongoing student services, key infrastructure projects and student amenities.

60% of SSAF funding is allocated to the Office of the Vice President, People and Advancement (OVPPA). Students are actively engaged through the SRC and the SSAF Advisory Group in the distribution of these funds.

Each SSAF program (supported by the OVPPA) identified key performance indicators (KPIs). Each program reported quarterly progress against those KPIs. A summary of achievements and progress can be found in the [2022 SSAF funded programs \(end year report\)](#)

SSAF Revenue Summary

	2022 Allocation \$ ¹	2022 Actual \$
SSAF Revenue	\$	\$10,573,251
SSAF revenue carried forward from 2021	\$-	\$-
Total SSAF funds available for 2022	\$	\$10,573,251
SSAF revenue carried over into 2023	\$-	\$-

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 2022 the maximum SSAF was \$308.

Student Status	2022 SSAF charged \$ ²	Number of students charged in 2022 ³
Full-time ¹ (> 0.75 EFTSL)	\$308	27,214
Part-time ¹ (< 0.75 EFTSL)	\$230	8,792
		33,819⁵

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	2022 SSAF charged \$ ²	Approx. number of SSAF students remote learning [Insert reported year] ⁴
Remote learning/Online only	\$123	2,111⁵

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.

⁵ Note: SSAF at Western is charged at different rates depending on study mode/type e.g. part time, full time, online, offshore students studying units onshore, non-award students, those enrolled in summer session only, students undertaking cross-institutional studies, Graduate Research Studies students and students studying Doctor of Medicine in years 3 to 5. The approximate number of students studying full time/part time/online provided above are raw head count numbers based on full time/part time/online study mode only.

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.

At Western Sydney University SSAF expenditure is reported against agreed WSU Funding Categories and 19 allowable expenditure items (in italics below)

⁶ Note: the estimated number of students accessing services have been identified using a variety of metrics including; number of redemptions, unique student interactions, number of students who have access to a service, number of meals provided, overall attendance, number of student clubs, contact attempts, online registrations, members. Some programs, particularly programs funded outside of OVPPA programs were not able to report on estimated students accessing services – those instances have been marked n/a (not available).

⁷ Note: At WSU Clubs or other associations includes spend in relation to Student Representative Council support and sitting fees. \$243,708 is total club spend in 2022 - a. to g. is a breakdown against required DESE categories, point h. is spend in relation to SRC. The breakdown a. to h. does not reconcile to total spend against point 2.

Key Area	2022 Total Allocation \$	2022 Total Actual Spend \$	Are services available online?	Estimated No. of students accessing services ⁶
1. Health Services	\$0	\$0		
2. Clubs or other associations <i>{supporting the administration of a club most of whose members are students}</i>	\$255,000	\$243,708 ⁷	Mixed mode delivery	
a. Sporting	\$	\$35,095	Yes	2,748
b. Internal student politics	\$	\$215	Yes	279
c. Gender, sexuality, ethnicity, race, or nationality-based	\$	\$21,760	Yes	1,956
d. Areas-of-study related e.g. law	\$	\$17,272	Yes	3,575
e. Other activities e.g. music, debate, chess	\$	\$12,316	Yes	2,558
f. Other (WSU includes religious and activist clubs)	\$	\$15,529	Yes	1,605
g. WSU specific - Infrastructure support including platform subscription, casual student employee resources, student leaders gala event	\$	\$129,714	Yes	

h. Student Representative Council and Student Representative Sitting Fees	\$422,400	\$314,076	Yes	
3. Employment/career services {helping students obtain employment or advice on careers}	\$526,500	\$994,124	Mixed mode delivery	1,315
4. Legal aid {providing legal services to students}	\$101,200	\$61,200	Yes	144
5. Other student amenities	\$	\$113,248	No	n/a
6. Providing food or drink	\$173,400	\$171,147	No	46,629
7. Supporting a sporting or other recreational activity by students	\$885,721	\$981,255	Mixed mode delivery	11,770
8. Caring for children of students	\$236,640	\$169,944	No	99
9. Promoting the health or welfare of students	\$1,943,420	\$2,553,841	Mixed mode delivery	38,292
10. Helping students secure accommodation	\$0	\$0		
11. Helping students with their financial affairs	\$0	\$0		
12. Helping students obtain insurance against personal accidents		\$108,781	Yes	n/a
13. Providing libraries and reading rooms (other than those provided for academic purposes) for students	\$244,000	\$236,581	No	13,700
14. Supporting an artistic activity by students	\$24,902	\$27,021	No	n/a
15. Supporting the production and dissemination to students of media whose content is provided by students	\$47,636	\$25,048	Yes	n/a
16. Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	\$1,332,145	\$1,276,962	Mixed mode delivery	10,394
17. Advising on matters arising under the higher education provider's rules (however described)		\$2,911,004	Mixed mode delivery	n/a
18. Giving students information to help them in their orientation	\$290,700	\$259,141	Mixed mode delivery	4,838
19. Helping meet the specific needs of overseas students relating to their welfare, accommodation and employment	\$156,440	\$126,171	Mixed mode delivery	501
Total	\$6,640,104	\$10,573,251		

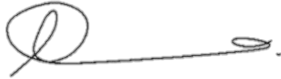
Organisations, bodies or third-party providers that received SSAF funding in 2022

Organisation Name ¹	Australian Business Number (ABN)	Supported Key Area	Total SSAF Funding Received \$	% of total SSAF Funding Received
Western Sydney University Enterprises Pty Ltd (The College)	44 003 474 468	Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled; and · Promoting the health or welfare of student	\$101,587	0.96%
Western Sydney University Early Learning Limited	39 155 993 445	Caring for children of students	\$236,640	2.24%
Online Education Services Pty Ltd	75 148 177 959	Giving students information to help them in their orientation; · Promoting the health or welfare of students; and Helping students develop skills for study, by means other than undertaking courses of study in which they are enrolled	\$26,690	0.25%
Sydney Institute of Business and Technology Pty Ltd	18 074 470 447	Helping students with their financial affairs; · Supporting the administration of a club most of whose members are students; and Supporting a sporting or other recreational activity by students	\$135,350	1.28%
Western Sydney University International College	25 604 796 189	Promoting the health or welfare of students	\$35,000	0.33%

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, Angelo Kourtis, Vice-President, People and Advancement of Western Sydney 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.



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Signature of Person making Declaration

Angelo Kourtis

Full name of Person making Declaration

Vice-President, People and Advancement

Position of Person making Declaration

4 July 2023

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Date