

The University of Adelaide

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

In allocating the SSAF for 2024, the University has undertaken a two-phase consultation process with students. The first phase involved surveying all students regarding their priorities for allocation of the SSAF.

The second phase involved consultation with democratically elected student representatives as required under the Student Services, Amenities, Representation and Advocacy Guidelines. This consultation was carried out through the SSAF Consultative Committee, which was established in 2011. This committee comprised student representatives from the YouX, Student Representative Council, international and postgraduate student representatives as well as Adelaide University Sport and Fitness (AUSF).

YouX, AUSF and the University were asked to submit SSAF funding requests on behalf of all groups to the committee. They were asked to take feedback from the student survey into account when forming these submissions. The Committee then made recommendations to the University on the allocation of SSAF funding for 2024. In line with Section 19-39(3) of the Act more than 40 per cent of SSAF revenue collected was provided to the student-led organisations YouX and AU Sport.

A snapshot of successful 2024 SSAF funded activities include:

Health, Welfare & Wellbeing

- Student Health and Wellbeing
 - Student Health and Wellbeing Campaigns and Initiatives
 - Multiple Mental Health First aid courses run throughout the year for students and staff.
 - Wellbeing Project Officer
 - Wellbeing Project Support Officer
- Counselling Support
 - Specialist Sexual Assault and Sexual Harassment Counsellor.
 - Student Counsellors
 - Weekly counselling outreach support to Roseworthy campus.
 - Specialist Aboriginal and Torres Strait Islander counsellor.
 - Delivery of MATE bystander awareness training to student groups.
- Disability Support:
 - Adult Learning Assessment Funds
 - Autism Spectrum Disorder (ASD) Peer Mentor Project Officer
 - Disability Advisor to provide confidential, personalised assistance to students with a disability or ongoing health condition through relevant reasonable adjustments.
 - Senior Disability Support Officer.

Assisting International Students

- Student Engagement
 - Celebration of three major cultural festivals: Eid, Mid-Autumn, and Diwali
 - Language and Cultural Engagement Program
 - CommuniTea – a free weekly gathering for international students
 - Discover Adelaide - fortnightly group tours of on average 20 to 30 students to the City's must-see places

- English Assist Program – a tailored language development suite for international students.
- Volunteer programs.
 - International Peer Mentor Program
 - Talking with Aussies Program
 - Conversation, Culture & Connect Club (C3) to support English conversation skills in a non-academic environment.
- Staffing
 - Project Officer (International Engagement)
 - Specialised support and advice through the Advisory Service

Employability and Career Development

- International Career Development Program
 - Career orientated workshops, activities and events, offering tailored career advisory services plus the development of offshore industry networks.
 - Manager, International Careers & Employability
 - International Careers & Employability Officers
- Industry Engagement
 - Range of student focused initiatives including an Early Careers Industry Partnerships Breakfast
 - Pilot to develop connections between students and industry
 - Team Leader, Industry Engagement
- LinkedIn Learning – Full-campus license for student access to LinkedIn Learning short courses to develop student's careers and study skills

Student Engagement and Success

- Enhanced Onboarding and Transition Communication, Support and Experience (Orientation)
- Days of Recognition – Campus Activations
- Student-led social media engagement throughout the year through Instagram and student podcasts.
- Take a Break – End of semester preparation, celebration and opportunity awareness
- Peer Learning Ambassadors - to provide first year students with in-class peer mentoring support
- Manager, Students as Partners – developing and implementing a Student Engagement Framework

Accommodation

- Subsidised student accommodation scheme providing affordable accommodation options for students.

Roseworthy Campus

- Campus Catering Operations Support – Food and Drink Subsidy.
- Engagement of external mental health support for students at Roseworthy Campus.
- Student Leadership, sport and recreation, wellbeing and governance.

Wirltu Yarlu

- Development of a multipurpose space including a student kitchen and study space to help Aboriginal and Torres Strait Islander students develop a sense of belonging with the University.

Adelaide University Sport

- Club support and engagement including:
 - Annual training and development program focussed on the key areas of: diversity and inclusion, mental health and first aid training and club governance.
 - Annual grants for sporting clubs and student athletes, as well as specific purpose grants to support capacity building, student focussed strategic outcomes and large capital or equipment purchases
 - Member engagement strategy to provide more sport and recreation opportunities to more students across all campuses with free social sport offered for all students each day during teaching time
 - Inaugural Pride in Sport event a partnership with the student Pride Club and Women in Sport event
- On campus events such as O Week, Sports week and VC Cup (interfaculty multi-sport event)
- Facilitating the Elite Athlete Program and pathway to Performance grants, as well as, providing scholarships to students. Implementation of UoA University Basketball League team and the inaugural University Tennis League team for UoA.
- Facilitating student involvement in intervarsity competitions across SA, nationally and internationally including SA Challenge, Indigenous Nationals and UniNationals.
- Supporting infrastructure and facilities used by AU Sport and Fitness clubs including the new Fitness Hub space to include gender neutral change facilities and upgraded sports field light at Park 10 increasing the hours of use and student safety.

YouX

- Student Care support including:
 - Confidential and independent advice, support and advocacy for all students.
 - Welfare support for all students, including grants, loans, food support and material assistance.
 - Specialist academic and administrative grievance support and advocacy.
 - 13,200 one-to-one student contacts (in person, Zoom, phone & follow up emails).
 - Provision of visiting services including Legal Services and Tax Help.
 - Grants totaling over \$302,000 were provided to students in 2024.
 - Accommodation support and advice, including subsidised housing.
 - Delivery of 25,000 breakfasts per year for enrolled students through the Breakfast Club program
 - Referral to specialist services within the University and the Community
- Student Employment support including:
 - Provision of an online employment database for casual and part-time work opportunities
 - Personalised support and advice on resumes, cover letters and interview preparation

- Subsidised short courses to build employability skills for casual work opportunities for 437 students.
- Over 565 casual job vacancies promoted via the YouX Jobs Board.
- Clubs support including:
 - Facilitation of an administrative and governance framework for 169 Clubs enabling them to function and thrive autonomously.
 - Management of a \$179,000 grants program to promote a dynamic, collaborative, and inclusive student experience, including delivery of over 390 individual grants in 2024.
 - Delivery of annual training and development programs and event support and advice.
- Events that enable social, wellbeing and educational activities for all students:
 - Delivery of a year-round program of free and accessible events to encourage campus community. 2024 saw the delivery of over 70 events across the University's campuses, servicing approximately 22,000 students.
 - Provision of comprehensive and welcoming orientation event programs across all campuses to help students start University successfully
 - Delivery of dedicated wellbeing, stress relief and exam support events and activities
- Marketing and communications
 - Delivery and maintenance of a website and associated student database
 - Production on a fortnightly e-news distributed to 20,000 plus recipients.
 - Operation of a comprehensive range of communications products and channels to connect students with the services available to them.

SSAF Revenue Summary

| | 2024 Allocation \$ ¹ | 2024 Actual \$ |
|--|---------------------------------|---------------------|
| SSAF Revenue | \$8,188,269 | \$8,366,745 |
| SSAF revenue carried forward from 2023 | \$7,626,589 | \$7,626,589 |
| Total SSAF funds available for 2024 | \$15,814,858 | \$15,993,334 |
| SSAF revenue carried over into 2025 | \$1,780,775 | \$1,959,251 |

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). In **2024** the maximum SSAF was **\$351**.

| Student Status | 2024 SSAF charged \$ ² | Number of students charged in [Insert reported year] ³ |
|---------------------------------------|-----------------------------------|---|
| Full-time ¹ (> 0.75 EFTSL) | \$351 | 17,796 |
| Part-time ¹ (< 0.75 EFTSL) | \$263 | 8,144 |
| | | Total: 25,940 |

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

| Student Status | 2024 SSAF charged \$ ² | Approx. number of SSAF students remote learning 2024 ⁴ |
|-----------------------------|-----------------------------------|---|
| Remote learning/Online only | \$263 | 62 |

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.

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 | 2024 Total Allocation \$ | 2024 Total Actual Spend \$ | Are services available online? | Estimated No. of students accessing services |
|---|--------------------------|----------------------------|--------------------------------|--|
| 1. Health Services | 1,554,095 | 1,900,410 | Some | 2500 |
| 2. Clubs or other associations | 2,246,423 | 2,867,661 | Some | (see below) |
| a. Sporting | 1,823,888 | 2,445,126 | - | 5819 |
| b. Internal student politics | 93,391 | 93,391 | Some | 3000 |
| c. Gender, sexuality, ethnicity, race, or nationality-based | 56,520 | 56,520 | Some | 1000 |
| d. Areas-of-study related e.g. law | 136,312 | 136,312 | Some | 2000 |
| e. Other activities e.g. music, debate, chess | 136,312 | 136,312 | Some | 7000 |
| f. Other | - | - | - | - |
| 3. Accommodation | 76,810 | 254,931 | - | 300 |
| 4. Employment/career services | 748,327 | 1,026,539 | Some | 2000 |
| 5. Legal aid | * | * | * | * |
| 6. Support for financial affairs | - | - | - | - |
| 7. Other student amenities | 2,796,898 | 3,023,784 | - | 23000 |
| 8. Other - International Student Support | 330,530 | 551,177 | Yes | 2800 |
| 9. Other - Orientation | 135,186 | 389,082 | Yes | 10000 |
| 10. Other - Infrastructure | 300,000 | 4,020,000 | - | 250 |
| Total | 8,188,269 | 14,034,083 | | |

* Legal Aid provided through funds to YouX, included in key area 2f.

Organisations, bodies or third-party providers that received SSAF funding in
[Insert reported year]

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 |
|---|----------------------------------|---------------------------|--|---|
| University of Adelaide | [61 249 878 937] | Key Area 1,3,4,6,7,8,9,10 | \$3,316,605 | % 40.5 |
| Total SSAF provided to non student-led organisations | | | \$3,316,605 | % 40.5 |

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

| Organisation Name ² | 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 |
|---|----------------------------------|------------------------|--|--|---|----------------------------|
| YouX | [19 572 381 388] | Key Area 2b,2c,2d,2e,7 | \$3,047,776 | % 37.2 | N/A | N/A |
| AU Sport | [92 486 723 757] | Key Area 2a | \$1,823,888 | % 22.3 | N/A | N/A |
| Total SSAF provided to student-led organisations | | | \$4,871,664 | % 59.5 | N/A | N/A |

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

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

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

| Organisation Name¹ | 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 |
|---------------------------------------|-------------------------------|---------------------------------------|---------------------|-------------------------|--|--|-----------------------------------|
| Adelaide University Sport and Fitness | Yes (including recent alumni) | Yes | Yes | Yes | Yes | N/A | N/A |
| YouX | Yes | Yes | Yes | Yes | Yes | N/A | N/A |
| | | | | | | | |

Declaration by Person of Authority

I, Professor Jennie Shaw, Deputy Vice-Chancellor and Vice-President Academic of The University of Adelaide, 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.

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Signature of Person making Declaration

Professor Jennie Shaw

.....
Full name of Person making Declaration

Deputy Vice-Chancellor and Vice-President (Academic)

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Position of Person making Declaration

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25.06.2025
Date