

# Campion College Australia

## 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

In September 2022, all students received an email about the specific uses of SSAF revenue. The outcome of the student consultation was that the 2023 SSAF would be increased to \$55 per semester for full-time students and be used towards the provision of the following student services and amenities:

- Tea/coffee/water fountain/BBQ facilities
- Sporting and recreational equipment
- Support for CCSA activities (e.g. Debating, Classical Olympics, Theatre Society performances, Campion bus)
- Health and welfare services (e.g. Chaplaincy, Counselling)
- College community activities (e.g. Formal Hall, Retreats, Study Hall)
- Careers and Learning workshops and programs
- Piano and Schola
- Student newsletter
- Orientation Week activities Since expenses for these items far exceed revenue raised from the SSAF, it was determined that no specific item would be prioritised and all items are to be heavily subsidised. Expenditure on items related to SSAF are contained in the Financial Reports to the Campion Institute Board.

## SSAF Revenue Summary

	2023 Allocation \$ <sup>1</sup>	2023 Actual \$
SSAF Revenue	\$ 10,285	\$10,285
SSAF revenue carried forward from [insert previous reported year]	\$0.00	\$0.00
<b>Total SSAF funds available for [insert reported year]</b>	<b>\$10,285</b>	<b>\$10,285</b>
SSAF revenue carried over into [insert next reporting year]	\$0.00	\$0.00

<sup>1</sup> 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 [insert reported year] the maximum SSAF was \$[insert maximum SSAF for the reported year].

Student Status	2023 SSAF charged \$ <sup>2</sup>	Number of students charged in 2023 <sup>3</sup>
Full-time <sup>1</sup> (> 0.75 EFTSL)	\$55.00	91
Part-time <sup>1</sup> (< 0.75 EFTSL)	\$27.5	6
<b>Total:</b>		<b>97</b>

<sup>1</sup> 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.

<sup>2</sup> 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.

<sup>3</sup> 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	2023 SSAF charged \$ <sup>2</sup>	Approx. number of SSAF students remote learning 2023 <sup>4</sup>
Remote learning/Online only	\$0.00	

<sup>4</sup> 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
1. Food and drink facilities	\$0.00	\$7,000	No	95
2. Sporting & recreational equipment	\$0.00	\$0.00	No	95
3. Clubs or other associations				
a. Sporting	\$0.00	\$500	No	75
b. Internal student politics	\$0.00	\$500	No	60
c. Theatre society	\$0.00	\$0.00	No	95
d. Debating	\$0.00	\$0.00	No	30
4. Study Skills advice	\$0.00	\$100	Yes	35
5. Careers advice	\$0.00	\$100	Yes	35
6. Health and welfare services				
a. Chaplaincy	\$0.00	\$ 8,000	No	65
b. Counselling	\$0.00	\$12,000	Yes	25
7. College community activities				
a. Formal Hall	\$0.00	\$10,500	No	95
b. Retreat	\$0.00	\$5,500	No	70
c. Study Hall	\$0.00	\$600	No	50
8. Orientation (information packs; tours; info sessions; clubs/societies promotion)	\$10,125	\$11,000	No	53
9. Piano & Schola	\$0.00	\$3,000	No	95
<b>Total</b>	<b>\$10,125</b>	<b>\$58,800</b>	<b>n/a</b>	<b>n/a</b>

## Declaration by Person of Authority

I, Tony Mattar, Student Life and Alumni Relations Manager of Campion College Australia 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

**Tony Mattar**

.....  
Full name of Person making Declaration

**Student Life and Alumni Relations Manager**

.....  
Position of Person making Declaration

**18 June 2024**

.....  
Date

